



Employment Application

Date of Application _____

Name _____
(last) (first) (mi)

Primary Phone # (_____) _____ Other Phone # (_____) _____

Email Address _____

Local Address _____
(street address) (unit number) (City) (State) (zip code)

Permanent Address _____
(street address) (unit number) (City) (State) (zip code)

Are you over the age of 18? _____ I am available for Part Time _____ Full Time _____

Position Applied for _____

Work Experience

A. Employed from _____ to _____ Job Title _____

Business Name _____ Telephone # (_____) _____

Address _____
(street address) (City) (State) (zip code)

Name & Title of Immediate Supervisor _____

Duties _____ Reasons for Leaving _____

B. Employed from _____ to _____ Job Title _____

Business Name _____ Telephone # (_____) _____

Address _____
(street address) (City) (State) (zip code)

Name & Title of Immediate Supervisor _____

Duties _____ Reasons for Leaving _____

C. Employed from _____ to _____ Job Title _____

Business Name _____ Telephone # (_____) _____

Address _____
(street address) (City) (State) (zip code)

Name & Title of Immediate Supervisor _____

Duties _____ Reasons for Leaving _____

Education

Did you graduate from high school? _____ Yes _____ No Last Grade Completed _____

Do you have a G.E.D. certificate? _____ Yes _____ No

A. College/University/ Technical School _____

Major/course of study _____ Graduated/current year _____

B. College/University/ Technical School _____

Major/course of study _____ Graduated/current year _____

Personal Data

Have you previously been employed by, or volunteered at Aggieland Humane Society or any other animal welfare organization? _____ Yes _____ No

If "yes", in what capacity? Please describe, including, dates of service and the name of the organization:

Are you related to any person now in the employment of Aggieland Humane Society?

_____ Yes _____ No If yes, whom? _____ Relationship _____

Licenses/Skills

Licenses/Certifications _____

Office Equipment Operated _____

Heavy Equipment Operated _____

Other Skills/Languages/Training _____

I certify that the information contained in this application is correct to the best of my knowledge. I understand that the information given by me, on this application, may be investigated with my full permission and that any misrepresentation is cause for refusal to hire, or if hired, dismissal from employment.

I have read the job description for the position for which I am applying and certify that I can perform all aspects of the position as required by Aggieland Humane Society.

I further understand that any employment will be at the continuing discretion of the department heads and supervisors, and subject to approval of the Executive Director and this application is the property of Aggieland Humane Society and will become a part of my personnel file if I am accepted into the position.

Signature _____

Date _____

Please describe your experiences with the following:

1. Cleaning of cages and/or runs _____

2. What types of wild and/or domestic animals you have experience with. _____

3. How you feel about euthanasia and how you cope with it? _____

4. Do you have experience dealing with the public directly and/or over the telephone? Please describe.

5. What type of irate customers have you given service to? _____

6. What steps would you take to diffuse an irate customer situation? _____

7. What kinds of supervisory responsibilities have you had? _____

8. Why do you wish to work for Aggieland Humane Society? _____

