



Home is where your pet is!

Employment Application

Date _____

Name _____
Last First Middle Maiden

Present Address _____
Number Street City State Zip

Social Security Number _____ - _____ - _____

Telephone () _____ - _____

If under 18, please list age _____

Position applied for (1) _____
 and salary desired (2) _____
 (be specific)

Days/hours available to work:
 Monday _____
 Tuesday _____
 Wednesday _____
 Thursday _____
 Friday _____
 Saturday _____
 Sunday _____
 Holidays _____

How many hours can you work weekly? _____ Can you work nights? _____

Employment desired Full-Time Only Part-Time Only Full Or Part-Time

If hired, on what date could you start work? _____

Type of School	Name of School	Location (Complete mailing address)	Numbers of Years Completed	Major & Degree

Have you ever been convicted of a crime? _____ No _____ Yes
 Are you willing to submit to a criminal background check? _____ No _____ Yes

If yes, explain number of conviction(s), nature of offence(s) leading to conviction(s), how recently such offence(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation. _____

Are you willing to submit to random drug testing? _____ No _____ Yes

Have you ever filed a Worker's Compensation claim or are currently out on disability? _____ No _____ Yes

Are you able to lift 50 lbs? _____ No _____ Yes

Do you have a driver's License? _____ No _____ Yes

What is your means of transportation to work? _____

Driver's license number _____

State of issue _____

Expiration date _____

Typing _____ No _____ Yes _____ WPM

Personal Computer _____ No _____ Yes

Word Processing _____ No _____ Yes _____ WPM

Other Skills _____

Please list two references other than relatives or previous employers.

Name _____

Name _____

Position _____

Position _____

Company _____

Company _____

Address _____

Address _____

Telephone () _____

Telephone () _____

PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE

An application form sometimes makes it difficult for an individual to adequately summarize a complete background. Use the space below to summarize any additional information necessary to describe your full qualifications for the specific position for which you are applying.

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Name of employer _____

Address _____
 Number Street City State Zip

Phone Number () _____

Name of last supervisor _____ Your last job title _____

Employment dates: To _____ Pay or salary: Start _____
 From _____ Finish _____

Reason for leaving (be specific) _____

List the job duties performed, skills used or learned, advancements or promotions while you work at this company:

PLEASE PRINT ALL
INFORMATION REQUESTED
EXCEPT SIGNATURE

Name of employer _____

Address _____
Number Street City State Zip

Phone Number () _____

Name of last supervisor _____ Your last job title _____

Employment dates: To _____ Pay or salary: Start _____
From _____ Finish _____

Reason for leaving (be specific) _____

List the job duties performed, skills used or learned, advancements or promotions while you work at this company:

Name of employer _____

Address _____
Number Street City State Zip

Phone Number () _____

Name of last supervisor _____ Your last job title _____

Employment dates: To _____ Pay or salary: Start _____
From _____ Finish _____

Reason for leaving (be specific) _____

List the job duties performed, skills used or learned, advancements or promotions while you work at this company:

I have read and completed this application honestly and to the best of my ability.

Signature: _____ Date: _____

APPENDIX A

Your signature on this document acknowledges that you have applied for employment with Bennetts Creek's Home Away From Home and authorizes Bennetts Creek's Home Away From Home to contact prior employers, other references that you have provided, and references developed as part of the selection process.

Consent and Authorization to Release Information

I have applied for employment with Bennetts Creek's Home Away From Home. My signature below authorizes you to release the contents of my employment record with your organization, whether negative or positive.

I further consent to allow Bennetts Creek's Home Away From Home to obtain any and all information concerning my former/current employment with your organization. This includes my job performance appraisals/evaluations, wage history, disciplinary action(s) if any, and all other matters pertaining to my employment with your organization required in connection with application for employment with Bennetts Creek's Home Away From Home.

This form may be photocopied or reproduced as a facsimile, and these copies will be as effective a release or consent as the original which I signed.

Signature of Applicant

Date

Printed Name of Applicant

Signature of Witness

Title

Date