
Employer _____ From [month/year] _____ To [month/year] _____

Address _____ Telephone number _____

Job title _____ Supervisor's name _____

Describe your duties and responsibilities _____

Starting Salary: _____ Ending Salary: _____

Reason for leaving: _____

Employer _____ From [month/year] _____ To [month/year] _____

Address _____ Telephone number _____

Your title _____ Supervisor's name _____

Describe your duties and responsibilities: _____

Starting Salary: _____ Ending Salary: _____

Reason for leaving: _____

May we contact your present employer? Yes _____ No _____

Please use the back to provide any additional information, such as additional employers, time not working, etc.

GENERAL INFORMATION

Do you have your own transportation? _____

Are you 18 years of age or older? Yes _____ No _____

Do you have the legal right to work in the United States? (Successful applicants will be required to prove identify and eligibility for employment.) Yes _____ No _____

Do you have experience, or have you ever worked or volunteered in a similar industry before? Yes _____ No _____
 If yes, please explain {including length, position, and industry:

Have you ever been employed or attended school using any other name? Yes _____ No _____

If yes, please explain: _____

Have you ever been CONVICTED, plead GUILTY, or NO CONTEST, or FORFEITED BOND OR BAIL for any crime other than traffic violations? Yes _____ No _____

If yes, please explain: _____
(Conviction of a crime is not an automatic bar to employment. Factors such as the nature and gravity of the crime, the length of time that has passed since the conviction and/or completion of any sentence, and the nature of the job for which you have applied will be considered.)

Are you able to perform the primary duties of the job as outlined in the job description with or without reasonable accommodation? Yes _____ No _____

If no, please explain: _____

PETS

Do you have pets in your household? Yes _____ No _____ If so please tell us about them, _____

How long have you owned your pets? _____

Have you ever given up a pet to a shelter or re-homed a pet? Yes _____ No _____ If yes, why? _____

Where do the pets spend the day? _____

Where are they kept at night? _____

Are the animals in your household spayed/neutered? Yes, all of them _____ Some of them _____ No _____

Do you have any allergies to animals? _____

Why do you want to work at Nevada Humane Society: _____

REFERENCES

Please provide the names and phone numbers of three people who can talk about your past work performance (non-family members/friends).

Name _____ Phone # _____

Relationship _____

Name _____ Phone # _____

Relationship _____

Name _____ Phone # _____

Relationship _____

PLEASE READ CAREFULLY BEFORE SIGNING.

I certify that I have answered the above questions truthfully and have not withheld any information relative to my application. I understand that any falsification, misrepresentation, or omission, as well as any misleading statements or omissions of the application information, attachments, and supporting documents generally will result in denial of employment or immediate termination, if discovered after hire.

I authorize the Nevada Humane Society to investigate whether I have a criminal record of convictions, and, if so, the nature of such convictions and all the surrounding circumstances of the conviction. Nevada Humane Society has advised me that any criminal background check will focus on convictions and that a criminal record will not necessarily disqualify me from employment.

If hired, I agree to recognize the rules and policies of Nevada Humane Society. I understand that my employment and compensation can be terminated at any time, with or without cause, and with or without notice, at the option of Nevada Humane Society or myself. I understand that the Executive Director is the only person who will ever have the authority to create any other terms of employment and/or to enter into any employment contract and that all such contracts must be in writing and signed by both parties. However, I also understand that unless otherwise stated in an employment contract, the company may change, withdraw and interpret other policies (including wages, hours and working conditions) as it deems appropriate.

I understand and acknowledge that I may be required to submit to a physical examination, including drug test. Additionally, I hereby authorize the release of the results of such an examination to Nevada Humane Society for their use in evaluating my suitability for employment. Further, I release the examining facility and Nevada Humane Society from any and all liability, and from any damage that may result from the release of such information.

I acknowledge reading and understanding the foregoing statements.

SIGNATURE

DATE