

Lifesavers Spay & Neuter Service
 PO Box 923 • Amherst • Ohio • 44001 • (440) 282-8335

Application for Employment

Personal Information

Name	Email	Best time to contact
Present address	Prior address	
City, State & Zip	City, State & Zip	
Phone ()	Alt phone ()	

General Information

Position applied for:	When can you start	Desired Salary
How did you learn about this position	Are you legally allowed to work in the United States?	Do you prefer full or part time?
Have you worked here as a volunteer or employee	Are you age 18 or older? If not, state your age	
Since the age of 18, have you been convicted of a crime?	If yes, explain & provide dates. A conviction will not automatically disqualify you from employment.	

Educational Background

Type of school	Name and location of school	Degree or area of study	Years attended	Did you graduate?
	Name			
	City			
	Name			
	City			
	Name			
	City			

Special skills, academic and professional achievements

List any special skills, achievements or awards. Exclude organizations which indicate the race, creed, color, sex, age, handicap or national origin of members	Date of award

Employment History

Provide the following information for your past and current employers, assignments or volunteer activities, starting with the most recent (use additional sheets if necessary). Explain any gaps in employment in the comments section below.

Employer	Telephone number ()	Dates Employed from to	Tell us about your job.
Address		Starting Salary / Hourly Rate	
Job title			
Immediate supervisor & title		Ending Salary / Hourly Rate	
Reason for Leaving			
May we contact for a reference? Yes			
Employer	Telephone number ()	Dates Employed from to	Tell us about your job.
Address		Starting Salary / Hourly Rate	
Job title			
Immediate supervisor & title		Ending Salary / Hourly Rate	
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Job title			
Immediate supervisor & title		Ending Salary / Hourly Rate	
Reason for Leaving			
May we contact for a reference? Yes			

Notes:

Personal References

List the name, address and telephone number of three business or work references who are not related to you and whom you have know for at least one year. Do not list former supervisors. If you have not worked recently, list personal references.

Name	Occupation	How long have you know this person?
Address	City, State & Zip	Phone number ()
How do you know this person?		Best time to contact

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Are any of your friends or relatives now employed by Lifesavers SNS or serving as Lifesavers SNS Trustees?	If so, please list:
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Certification and authorization to release information

I hereby certify that the information given by me on this application for employment is complete and accurate. I understand that any falsification will be immediate grounds for dismissal. I authorize a thorough investigation to be made in connection with this application concerning my character, general reputation, personal characteristics and mode of living, whichever may be applicable. I understand that this investigation may include personal interviews with third parties, such as family members, business associates, financial sources, friends, neighbors or others with whom I am acquainted. I further understand that I have the right to make a written request within a reasonable period of time for a complete and accurate disclosure of the nature and scope of the investigation.

It is understood that, as a condition of initial or continued employment, I agree to submit to such lawful examinations, medical or other, as may be required by Lifesavers SNS. Lifesavers SNS will pay the reasonable cost of any such examination which may be required.

If I am hired, I agree that my employment and compensation can be terminated with or without cause and without notice at any time, at the option of Lifesavers SNS or myself.

date

signature

Lifesavers Spay & Neuter Service is an equal opportunity employer. Lifesavers SNS does not discriminate in hiring or terms and conditions of employment because of an individual's age, color, creed, handicap, national origin or race.