

Friendship Springs Veterinary Care Employment Application

Date: _____

Friendship Springs Veterinary Care is an equal opportunity employer, dedicated to a policy of non-discrimination in employment on any basis including age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief or disability.

Federal law prohibits the employment of unauthorized aliens. All persons hired must submit satisfactory proof of employment authorization and identity prior to being hired.

Advisement of Background & Drug Screenings

Employment with *Friendship Springs Veterinary Care* may involve the care for the pets and property of other people, managing financial transactions and exchange of money, handling of controlled substances, safe management of hazardous materials and x-ray radiation, and many other functions requiring profound responsibility that are required in veterinary practice. Therefore, to ensure that the individuals who join *Friendship Springs Veterinary Care* are and remain well qualified with a strong potential to be productive and successful, it is our policy to conduct comprehensive employment background checks. Background checks are conducted on all job applicants prior to their employment and may be conducted on employees at any time during their employment with us. Background checks may include, without limitation, criminal record histories, previous employment verification, and professional and personal reference checks, education verifications, motor vehicle records, and credit histories. In addition, a drug test may be required as a condition of employment or as a condition of continued employment. Further, *Friendship Springs Veterinary Care* will respond to all employment reference check inquires from others. Responses to such inquires will confirm an employee's dates of employment, wage rates, and position(s) held. For employment data to be released, a written authorization and release signed by the individual who is the subject of the inquiry may be requested.

Please Leave No Blanks—If not applicable to you, please indicate with "N/A".

PERSONAL		
Name (Last, First, Middle)	SSN	
Residence (Address, City, State, ZIP)—Please do not list a PO Box address here.		
Mailing Address—If different from residence.		
Home Telephone	Cell Phone	Other Telephone
Which telephone is your best contact number		Email Address(es)
Are you 18 years of age or older?		
Have you ever been convicted of a crime? If yes, please explain. Attach additional pages if necessary.		
How were you referred to us?		

POSITION Please be advised that the position for which you are applying may require weekday hours, evening hours, Saturday hours and/or Sunday hours. No guarantee of hours is made or offered under this application.

For what position are you applying?

Previous Salary?

Salary Desired?

Are you seeking Full-time or Part-time

Note hours per week desired if seeking part-time

Are you available for Weekday Hours?

Are you available for Evening Hours?

Are you available for Saturday Hours?

Are you available for Sunday Hours?

Are there any particular hours you are not available? What are they?

When can you start?

EDUCATION

High School (Name, City, State) & Dates Attended

Graduated? If not, what level completed?

GPA

College (Name, City, State) & Dates Attended

Degree & Date or Years Completed

GPA

Major

College (Name, City, State) & Dates Attended

Degree & Date or Years Completed

GPA

Major

College (Name, City, State) & Dates Attended

Degree & Date or Years Completed

GPA

Major

List any certificates earned or in progress, and/or any additional training programs not included in your formal education. Add additional pages if needed.

List any *professional* affiliations to which you belong. Attach additional pages if necessary. Please do not list activities which would indicate age, sex, color, race, creed, national origin, religion, marital status, sexual orientation, political belief, or disability.

PREVIOUS EMPLOYMENT List your current or most recent employment first followed by others in order from most recent to earliest. Include work related internships, military, volunteer work, or any other gaps in employment. Attach additional pages if necessary.

Current or Most Recent Employer

Supervisor's Name & Title

Employer Address

Employer Telephone

Your Position & Title

Starting Salary

Ending Salary

Dates of Employment

Reason for Leaving

Employer	Supervisor's Name & Title		
Employer Address			
Employer Telephone			
Your Position & Title	Starting Salary	Ending Salary	Dates of Employment
Reason for Leaving			

Employer	Supervisor's Name & Title		
Employer Address			
Employer Telephone			
Your Position & Title	Starting Salary	Ending Salary	Dates of Employment
Reason for Leaving			

Employer	Supervisor's Name & Title		
Employer Address			
Employer Telephone			
Your Position & Title	Starting Salary	Ending Salary	Dates of Employment
Reason for Leaving			

Employer	Supervisor's Name & Title		
Employer Address			
Employer Telephone			
Your Position & Title	Starting Salary	Ending Salary	Dates of Employment
Reason for Leaving			

PROFESSIONAL REFERENCES *Please do not list family and friends unless they are connected to your employment history.*

Name Relationship

Company & Address

Telephone

Name Relationship

Company & Address

Telephone

Name Relationship

Company & Address

Telephone

COMMENT *Any additional comments you wish to make.*

I understand this application is not an employment contract nor is it a promise of employment. I certify that the information I have furnished on this application form is true and complete. I understand that if any misrepresentation has been made by me verbally or in writing, any offer of employment made to me may be withdrawn or my subsequent employment with *Friendship Springs Veterinary Care* may be terminated.

Applicant's Signature

Date