



**ANIMAL CARE UNLIMITED**



**APPLICATION FOR EMPLOYMENT**

*Animal Care Unlimited is an Equal Opportunity Employer. We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.*

APPLICANT INFORMATION									
Last Name			First			M.I.		Date	
Street Address					CITY		STATE		ZIP
Phone			E-mail Address						
Date Available For Work			Social Security #			Desired Salary \$		per hour	
Position Applied for:    Kennel Assistant    Veterinary Assistant    Receptionist    Registered Vet Tech (RVT)    Other_____									
Type of Employment Desired    Full Time    Part Time    Seasonal    Other_____									
Are you a citizen of the United States?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.?			YES <input type="checkbox"/>	NO <input type="checkbox"/>
Have you ever worked for this company?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?				
If you are under age 18, and it is required, can you furnish a work permit?			YES <input type="checkbox"/>	NO <input type="checkbox"/>	N/A <input type="checkbox"/>				
Have you ever been convicted of a felony?*			YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain				
<i>*Answering yes to this question does not constitute an automatic bar to employment. Factors such as date of the offense, seriousness and nature of the violation will be taken into consideration.</i>									
EDUCATION									
High School					City/State				
From		To	Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	GED <input type="checkbox"/>		
College					City/State				
From		To	Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Other					City/State				
From		To	Did you graduate?		YES <input type="checkbox"/>	NO <input type="checkbox"/>	Degree		
Are you presently enrolled in school?    YES <input type="checkbox"/> NO <input type="checkbox"/>									
If Yes, Name of School			City/State			Expected Degree/Graduation Date:			

YOUR AVAILABILITY FOR WORK							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From:							
To:							

Total hours per week you expect to be available to work \_\_\_\_\_

Do you have any special requests or needs for your work schedule? (be specific) \_\_\_\_\_

Are you willing/able to work your fair share of weekends and holidays? \_\_\_\_\_ If no, please explain \_\_\_\_\_

REFERENCES			
<i>Please list three professional references.</i>			
Full Name		Relationship	
Company		Phone ( )	
Address			
Full Name		Relationship	
Company		Phone ( )	
Address			
Full Name		Relationship	
Company		Phone ( )	
Address			

PREVIOUS EMPLOYMENT			
<i>PROVIDE THE FOLLOWING INFORMATION OF YOUR PAST (3) EMPLOYERS, STARTING WITH MOST RECENT</i>			
Company		Phone ( )	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/> LATER <input type="checkbox"/>			



**APPLICANT STATEMENT AND SIGNATURE**

I certify that all information I have provided in this application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my immediate discharge if discovered at a later date.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume' or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using such information in the employment process and all other persons, corporations or organizations from furnishing such information about me.

I understand that the employer does not lawfully discriminate in employment and no question on this application is used for the purpose of limiting or excusing any applicant from consideration for employment on a basis prohibited by local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and without prior notice, and the employer reserves the same right to terminate my employment at any time, with or without cause and without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of the employer is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by the president (Donald L. Burton, DVM) of Animal Care Unlimited.

Signature of Applicant

Date

