

# Application for Employment

March 2014

We consider applicants for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or handicap, or any other legally protected status.

*(Please Print)*

Position Applied For	Date of Application
Salary Desired	Date you can start
How Did You Learn About Us?	

Last Name	First Name	Middle Name		
Address	Street	City	State	Zip Code
<b>Phone Numbers:</b>				

Are you legally entitled to work in the United States on a permanent, full-time basis? (Proof of identity and eligibility will be required)  Yes  No

Are you 18 years of age or older? (proof of age will be required)  Yes  No

Have you ever filed as application with us before?  Yes  No

If Yes, give date \_\_\_\_\_

Have you ever been employed by this veterinary hospital?  Yes  No

If Yes, give date \_\_\_\_\_

Are you currently employed?  Yes  No

May we contact your present employer?  Yes  No

Are you available to work:  Full Time  Part Time  Week Ends

Are there any times / days you will not be available to work? Please explain:

Have you ever been convicted of a crime other than a minor traffic accident?  Yes  No

(If yes, please explain in detail, listing the date, conviction, nature of the offence, where it occurred. A conviction will not necessarily disqualify an applicant for employment.)

*For additional information please use back of this page*

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Employees must be able to lift 45 pounds from the floor to table height. Do you have any physical limitations that would affect performance of the duties of the job for which you are applying?  
 Yes  No

If Yes, please describe, \_\_\_\_\_

List any friends or relatives you have that are currently or have been employed here.

\_\_\_\_\_  
 \_\_\_\_\_

**Please note: Hilton Animal Hospital is a smoke / tobacco free environment. The use of tobacco products is not permitted on or around the premises at any time!**

## Education

School Name and Location	High School				Undergraduate/College				Graduate/Professional			
	9	10	11	12	1	2	3	4	1	2	3	4
Years Completed												
Diploma/Degree												
Field of Study / Major												
Describe any specialized training, apprenticeship, skills and extra-curricular activities.												
Describe any honors you have received.												

## References (Provide three references who are not related to you.)

Name	Address	Telephone Number

*If available please attach your resume to this employment application*

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# Employment Experience

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Start with your present or last job. Include any job related military service assignments and volunteer activities.

Employer		Dates Employed	
		From	To
Address		Hourly Rate/Salary	
		Starting	Final
Telephone Number	Reason for Leaving		
Job Title	Supervisor		
Duties Performed			
Employer		Dates Employed	
		From	To
Address		Hourly Rate/Salary	
		Starting	Final
Telephone Number	Reason for Leaving		
Job Title	Supervisor		
Duties Performed			
Employer		Dates Employed	
		From	To
Address		Hourly Rate/Salary	
		Starting	Final
Telephone Number	Reason for Leaving		
Job Title	Supervisor		
Duties Performed			

*For additional past employment information please attach your resume*

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# Special Skills and Qualifications

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Why do you want to work in a veterinary hospital?

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How are you qualified to work here? *Summarize work experience, skills and qualifications that you feel specially qualify you for the position for which you are applying.*

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*Please use back of this page for any additional information*

## Applicant's Statement

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I certify that answers given herein are true and complete to the best of my knowledge. I authorize investigation of all statements contained in this application for employment as may be necessary in arriving at an employment decision.

This application for employment shall be considered active for a period of time not to exceed 45 days. Any applicant wishing to be considered for employment beyond this period of time should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge the employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

I understand that no one at the company, except the owner, is authorized to make oral commitments regarding employment or benefits - either now or in the future. No representative, except the owner, of the company has the authority to enter into any agreement of employment for any specified period of time or to promise any other personnel action, either before or after I accept employment, or guarantee any benefits or terms or conditions of employment.

In the event of employment, I understand that any false or misleading information given in my application or interview(s) may result in discharge. I understand, also, that I am required to abide by all rules and regulations of the employer.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

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