



HUMANE SOCIETY

RICHLAND COUNTY

3025 PARK AVENUE WEST • ONTARIO, OH 44906 • WWW.ADOPTOURSTRAYS.COM

Application for Employment

Date: ____/____/____

Personal:

Name: _____ Social Security: ____-____-____

Address: _____

DOB: ____/____/____ Phone: ____-____-____ Alternate Phone: ____-____-____

Do you currently have any pets? _____

If YES, are they spayed/neutered? _____

Have you ever been convicted of a felony? _____

Do you have any driving restrictions? _____

Are you willing to work (check all that apply): _____ Holidays _____ Weekends _____ Evenings

References:

Name	Address	Contact Number

Previous Employment History:

Company: _____ Contact Number: ____-____-____

Position: _____ Dates of Service: ____/____/____ - ____/____/____

Supervisor: _____ Salary: _____

Company: _____ Contact Number: _____ - _____ - _____

Position: _____ Dates of Service: ____/____/____ - ____/____/____

Supervisor: _____ Salary: _____

Company: _____ Contact Number: _____ - _____ - _____

Position: _____ Dates of Service: ____/____/____ - ____/____/____

Supervisor: _____ Salary: _____

Education:

	Name and Location	Years Attended	Graduate	Subjects Studied
High School				
College				
Trade/ Business/ Correspondence				

Signature:

Please read the following carefully before signing this application form.

- I certify that the information in this application and any interview(s) is true and complete to the best of my knowledge.
- I understand and acknowledge that, if employed, false statements on this application shall result in disciplinary action- up to and including immediate discharge.
- I authorize the Humane Society of Richland County to verify previous employment history and give permission to contact my references.
- I understand and acknowledge that if employed, my employment will be at-will in that I may terminate my employment at any time for any reason and that the Humane Society of Richland County has that same right.
- I agree and consent that any wages which may be due to be may be applied against and indebtedness I may have incurred to the Humane Society of Richland County (subject to federal and/or state law)
- I understand that I have not been offered ant promises or inducements to accept employment with the Humane Society of Richland County other than those set forth in writing.

Signature: _____ Date: ____/____/____

Employment Questionnaire

Date: ____/____/____

On a scale of 1-10 (10 being the highest), please rate yourself on the following qualities:

Ability to Learn Quickly	
Customer Service	
Reliability	
Team Worker	
Attention to Detail	

Organization	
Self- Motivation	
Following Instruction	
Schedule Flexibility	
Computer Knowledge	

To what, if anything, are you allergic? _____

Are there any tasks you cannot perform (i.e. bending, lifting, driving on the highway, etc.)? Please list.

Volunteering is a part of working for a non-profit organization. Would you be willing to volunteer at some of our fundraisers and adopt-a-thons? _____

Are there any animals commonly found in this area of which you are fearful? _____

Are any of the following things which you have a problem seeing or coming in contact with? Please check all that apply:

_____ Blood _____ Ticks _____ Vomit _____ Feces _____ Worms _____ Pus
_____ Maggots _____ Needles/Injections _____ Vomit _____ Feces _____ Urine

Are you willing to risk being bitten and scratched in the course of your job? _____

Are you willing to euthanize (assist or be around) any animals that may or may not be adoptable?

This job requires HARD labor and constant cleaning. Are you willing to perform such tasks that would be given to you? _____