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**Employment Application**

Date: \_\_\_\_\_\_\_\_\_

**Personal Information:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Present Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City: \_\_\_\_\_\_\_\_\_\_\_\_\_ State: \_\_\_\_\_\_\_\_\_\_ Zip: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Best contact number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you able to perform the essential functions of the position with or without accommodations? Y [ ] N [ ]

Are you 18 years of age or older? Y [ ] N [ ]

Referred by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Employment Desired:**

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you employed now? Y [ ] N [ ] Can we contact your current employer? Y [ ] N [ ]

If not please explain. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Supervisor contact number: \_\_\_\_\_\_\_\_\_

Ever applied to this company before? Y [ ] N [ ]

Date you can start: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hourly rate desired? \_\_\_\_\_\_\_\_\_

**Education:**

High School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years completed: \_\_\_\_\_\_\_\_\_\_

College: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years completed: \_\_\_\_\_\_\_\_\_\_

Additional education: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**General:**

Job related skills: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Why would you be the best fit for the job?

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

**Employment History:**

|  |  |  |  |
| --- | --- | --- | --- |
| Dates of employment: | Name of Employer: | Contact: | Reason for leaving: |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**References:**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years Known & Relation: \_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years Known & Relation: \_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Years Known & Relation: \_\_\_\_\_\_\_\_\_\_\_\_\_

If you are to be hired by Charming Paws, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You cannot be hired if you cannot comply with these requirements.

**Authorization:**

I certify that the facts contained in this application are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by Charming Paws.

I understand that any employment is conditioned on a background check. I authorize Charming paws to thoroughly investigate all statements contained in my application, and I authorize my former employers and references to disclose information regarding my former employment, character, and general reputation to Charming Paws, without giving me prior notice of such disclosure. In addition, I release Charming Paws, any former employers and all references listed above from any and all claims, demands, or liabilities arising out of relation to such investigation or disclosures.

I understand that nothing contained in this application or conveyed during any interview is intended to create an employment contract. I further understand and agree that if I am hired, my employment will be at will and without a fixed term and may be terminated at any time with or without cause and without prior notice at the option of either myself or Charming Paws.

No promises regarding employment have been made to me and I understand that no such promise or guarantee is binding upon Charming Paws unless made in writhing by an authorized Charming Paws representative.

I understand that acceptance of this form does not indicate there is a position open and does not obligate Charming Paws to hire. If hired, I agree to abide by all Company work rules, policies, and procedures. Charming Paws retains the right to revise its policies or procedures, in whole or part, at any time.

Date: \_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_