



# Application for Employment

It is the policy of PAWS to provide equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, gender, national origin, age, mental or physical abilities, or sexual orientation.

(PLEASE PRINT – ALL QUESTIONS MUST BE ANSWERED)

Position Applied For: \_\_\_\_\_ Date of Application \_\_\_\_\_

Last Name	First Name	Middle Name	
Address	City	State	Zip Code
Daytime Phone Number (      )	Evening Phone Number (      )	Email Address	

If you are under 18 years of age, can you provide required proof of your eligibility to work? Yes No

Are you related to any Board member or staff member of this agency? Yes No

If yes, please state name, position and relationship: \_\_\_\_\_

Have you ever filed an application with us before? Yes No If yes, give date \_\_\_\_\_

Have you ever been employed with us before? Yes No If yes, give date \_\_\_\_\_

Are you currently employed? Yes No May we contact your present employer: Yes No

Are you prevented from lawfully becoming employed in this country because of Visa or Immigration Status?  
Yes No *Proof of citizenship or immigration status will be required upon employment.*

On what date would you be available for work? \_\_\_\_\_

Are you available to work: Full Time Part Time Shift Work Temporary

Can you work any day of the week if required? Yes No

If no, please explain: \_\_\_\_\_

Are you currently on "lay-off" status with another employer and subject to recall? Yes No

Can you travel if a job requires it? Yes No Do you have a valid driver's license? Yes No

Have you ever worked under another name? Yes No If yes, what name? \_\_\_\_\_

Have you been convicted of a felony within the last 7 years? Yes No

*Conviction will not necessarily disqualify an applicant from employment.*

If yes, please explain: \_\_\_\_\_

\_\_\_\_\_

# Education

	High School				Undergraduate College / University				Graduate/ Professional			
School Name												
Location												
Years Completed (Please circle)	1	2	3	4	1	2	3	4	1	2	3	4
Describe Course of Study												
Did you graduate? What year?												
Describe any specialized training, apprenticeship or skills												
Describe any honors you have received												
State any additional educational or training information that will help us in considering your application												

List professional, trade, business or civic activities and offices held.

*You may exclude memberships which would reveal sex, race, religion, national origin, age, ancestry, or handicap or other protected status.*

# References

List three references (whom you have known for at least five years) who are not related to you.

Name	Address	Phone Number	Occupation

# Employment Experience

Start with your present or most recent job. Include any job-related military service assignments and volunteer activities. You may exclude organizations which indicate race, color, religion, gender, national origin, handicapped or other protected status.

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

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

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

*I certify that the facts contained in this application (and accompanying resume, if any) 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 PAWS.*

*I understand that any employment is conditioned on a background check. I hereby give the Progressive Animal Welfare Society (PAWS) the right to make a thorough investigation of my employment, education and activities, and I release from all liability all persons, companies and corporations supplying such information. I indemnify PAWS against any liability that may result from such investigation.*

*Additionally, I understand that nothing contained in this employment application or in the granting of any interview is intended to create an employment contract between PAWS and myself for any term of employment or for the providing of any benefit. No promises regarding employment have been made to me and I understand that no such promise or guarantees are binding upon PAWS unless in writing. I further understand that no agent or representative other than the Executive Director of PAWS has the authority to enter into any agreement for employment for any specific period of time, or to make any agreement contrary to the foregoing.*

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

# Progressive Animal Welfare Society (PAWS)

## RELEASE AND WAIVER

I, the undersigned applicant for employment with the Progressive Animal Welfare Society in Lynnwood, Washington, consent to your making inquiry of my references, prior and current employers, (except as noted), and educational institutions regarding my qualifications and information pertaining to my work record, my work habits, and my work performance while in their employ or school. I hereby waive my rights to privacy in this investigation, except as stipulated below.

I understand that, by signing below, I authorize my former employers and references to disclose any and all information in any personnel file, whether official or unofficial, regarding my former employment, character and general reputation to the Company; without giving me prior notice of such disclosure. I further waive any and all rights to seek redress in any manner, specifically, but not limited to lawsuit, from this investigation.

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Signature of Applicant

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Date

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Printed Legal Name

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Date of Birth (For ID Purposes Only)

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Social Security number