



6926 Hamilton Avenue • Pittsburgh, PA 15208  
1101 Western Avenue • Pittsburgh, PA 15233

### APPLICATION FOR EMPLOYMENT

(Please Print)

#### PERSONAL INFORMATION:

Name _____		
Street Address _____		
City _____	State _____	ZIP _____
Home Phone _____	Alternate Phone _____	
Email Address _____		@ _____
Are you at least 18 years of age or older?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

#### AVAILABILITY:

Position(s) Desired _____		
Apart from religious observance, are you available for full-time work?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If not, what hours can you work? _____		
Wage/Salary Expected _____	Date Available to Start Work _____	
Will you work overtime if asked?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If no, please explain: _____		
_____		
Are you currently employed?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Are you legally eligible to work in the United States of America?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
Do you have any relatives or friends who work for Humane Animal Rescue?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
If yes, please give details: _____		

**EDUCATION:**

Name of High School _____	
Address of High School _____	
Graduation Date _____	
Name of College, University or Trade School _____	
Address of College or Trade School _____	
Major _____	Degree _____
Graduation Date _____	

**EMPLOYMENT HISTORY: List employers starting with the most recent.**

Company Name and Address _____	
_____	
Company Phone _____	Employed from _____ to _____
Job Title and Description of Work _____	
_____	
Wage/Salary _____	Reason for Leaving _____
May we contact this employer?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Company Name and Address _____	
_____	
Company Phone _____	Employed from _____ to _____
Job Title and Description of Work _____	
_____	
Wage/Salary _____	Reason for Leaving _____
May we contact this employer?	<input type="checkbox"/> YES <input type="checkbox"/> NO

Company Name and Address \_\_\_\_\_  
\_\_\_\_\_  
Company Phone \_\_\_\_\_ Employed from \_\_\_\_\_ to \_\_\_\_\_  
Job Title and Description of Work \_\_\_\_\_  
\_\_\_\_\_  
Wage/Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
May we contact this employer?  YES  NO

Company Name and Address \_\_\_\_\_  
\_\_\_\_\_  
Company Phone \_\_\_\_\_ Employed from \_\_\_\_\_ to \_\_\_\_\_  
Job Title and Description of Work \_\_\_\_\_  
\_\_\_\_\_  
Wage/Salary \_\_\_\_\_ Reason for Leaving \_\_\_\_\_  
May we contact this employer?  YES  NO

Can you perform the essential functions of the position for which you are applying?  YES  NO

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

How were you referred to Humane Animal Rescue? \_\_\_\_\_  
\_\_\_\_\_

Please list any special skills which would help us better understand your qualifications for the position:  
\_\_\_\_\_  
\_\_\_\_\_

**PROFESSIONAL REFERENCES:**

Name	Business Address	Business Phone	Position/Title	Your Affiliation with Reference

**Do not sign until you have carefully and complete read and understood the statements below:**

I hereby certify that the information provided in this job application is true, correct and complete. If employed, any misstatement or omission of fact on this application may result in my dismissal. I understand that acceptance of an offer does not create a contractual obligation upon the employer to continue to employ me in the future. I give permission for Humane Animal Rescue to verify all information contained within this application.

I understand that if employment at Humane Animal Rescue is offered to me, I must complete a drug test and background check. I will allow Humane Animal Rescue to perform this drug test and background check to ensure my suitability for the position(s) for which I have applied.

I understand that any employment offered to me will only continue for as long as I and Humane Animal Rescue both care for it to continue. I also understand that if I am hired, Humane Animal Rescue and I may terminate my employment at any time.

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_