



Humane Society of Washington County
13011 Maugansville Road
Hagerstown, MD 21740
301-733-2060
301-733-0248 fax
www.hswcmd.org

Application for Employment

We are an Equal Opportunity Employer. We do not discriminate on the basis of race, color, religion, national origin, sex, age, disability or any other protected status or characteristic. It is our intention that all qualified applicants be given equal opportunity and that selection decisions be based on job-related factors.

Date of Application: _____
Position Desired: _____
Days and Hours NOT Available: _____

Name: _____ Are you 18 years or older? _____
Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Cell Number: _____
Salary Desired: _____ How did you hear about this position? _____
If you are currently employed, may we contact your employer? _____
Have you ever applied or been interviewed here before? _____ If yes, when? _____
Have you ever worked or volunteered for the HSWC before? _____ If yes, when? _____

Education

	School & Location	Years of completion	H.S Diploma Or GED	GPA	Major/ Minor
High School					
College					
Other Training Skills					

Have you ever been convicted of a crime? _____ If yes, please explain:

(The existence of a criminal conviction does not constitute an automatic bar to employment. Convictions will only be considered in relation to specific job requirements.)

Are you legally authorized to work in the United States? _____

Will you now or in the future require sponsorship for employment visa status (e.g., H-1B status)? _____

Employment

Month & Year	Name and address of employer	
Start Date: End Date:	<hr/> <hr/> <hr/> <hr/> <p>Were you disciplined (Warning, Suspension, Discharge)?</p> <p>Account for period between jobs:</p>	Duties: Job Title: Reason for leaving: Name of Supervisor: May we contact company for reference: Starting rate of pay: Final rate of pay:
Start Date: End Date:	<hr/> <hr/> <hr/> <hr/> <p>Were you disciplined (Warning, Suspension, Discharge)?</p> <p>Account for period between jobs:</p>	Duties: Job Title: Reason for leaving: Name of Supervisor: May we contact company for reference: Starting rate of pay: Final rate of pay:
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Professional References-List three people, who are not relatives:

Name	Knows you from...	Address and/or Phone Number

Why are you interested in working with the Humane Society of Washington County?

This application will be kept on file for 60 days.

After reviewing the job description is there any reason that you feel you can't do this job? _____

I certify that all the information submitted by me on this application is true and correct, and I understand that if any false information, omissions, or misrepresentations are discovered, my application will be rejected and if I am employed that my employment will be terminated.

Signature of Applicant: _____ Date: _____
