

Cat Sense Feline Hospital and Boarding, Inc.
332 S. Main Street
Bel Air, Maryland 21014
(410)420-0535

Application for Employment

Cat Sense Feline Hospital and Boarding, Inc. an equal opportunity employer, dedicated to a policy of non-discrimination in employment on the basis of race, religion, color, sex, national origin, age, marital status, citizenship, veterans' status, physical or mental disability that does not prohibit performance of essential job functions or any other basis protected by federal or applicable state or local law.

Date _____

Name _____
(Last) (First) (Middle)

Social Security No. _____

Street Address _____ Home Phone (____) _____

City/State/Zip _____ Business Phone (____) _____

Are you at least 18 years of age? ____yes ____no

Are you lawfully permitted to work in the United States? ____yes ____no (Note: Proof of citizenship or other right to work in the United States is required by law upon employment.)

List any other names you have used to assist us in checking your references and background:

Have you ever applied for employment here before? ____yes ____no

How were you referred to this office? _____

Have you ever served in the Armed Forces of the United States? ____yes ____no
If yes, indicate which service _____ Date & Type of Discharge _____

Position for which you are applying _____
Date available to start work _____ Salary desired _____
Working hours desired _____ Available full-time? _____ Part-time only? _____
How would you get to work? _____ How long would it take you to get to work? _____
Can you meet the attendance requirements of this job? ____yes ____no If no, please explain _____
Are there any special limitations on your working hours? If so, please explain _____

Do you use illegal drugs? ____yes ____no
Can you perform the essential functions of this job, either with or without reasonable accommodation?
____yes ____no

EDUCATION:

Type of School	Name of School and Address	Courses majored in	Last year completed	Graduate? Degrees received
High School			1 2 3 4	Yes/No
College			1 2 3 4	Yes/No Degree _____
Post Graduate			1 2 3 4	Yes/No Degree _____
Technical and Other			1 2 3 4	Yes/No Degree/Cert. _____

Please describe any applicable cat experience (such as handling and medicating):

ATTACHMENT

EMPLOYMENT HISTORY (List most recent employment first and work back in time)

Employer _____ Phone () _____

Address _____

Dates of Employment (month/year) From _____ to _____

Job Title and description of duties _____

of persons supervised _____

Hours worked per week _____ Salary (current or final) _____

Supervisor _____ Reason for leaving _____

=====

Employer _____ Phone () _____

Address _____

Dates of Employment (month/year) From _____ to _____

Job Title and description of duties _____

of persons supervised _____

Hours worked per week _____ Salary (current or final) _____

Supervisor _____ Reason for leaving _____

=====

Employer _____ Phone () _____

Address _____

Dates of Employment (month/year) From _____ to _____

Job Title and description of duties _____

of persons supervised _____

Hours worked per week _____ Salary (current or final) _____

Supervisor _____ Reason for leaving _____

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REFERENCES:

Please list three (3) references other than your former employers or relatives.

NAME	TITLE	FIRM & ADDRESS	TELEPHONE	RELATIONSHIP TO YOU

PLEASE READ BEFORE SIGNING

If hired, I agree to conform to the rules and regulations of the office. I understand that my employment is at will, and of indefinite duration, that either I or the employer may terminate that employment at any time with or without notice for any reason or no reason, and that no agreement to the contrary will be recognized by the employer unless made in writing and signed by Dr. Sinclair of *Cat Sense Feline Hospital and Boarding, Inc.* I further recognize that no employee practices or policies of the employer are to be construed as imposing any binding obligations on the employer and that they are subject to change or deletion at any time, with or without notice to me.

SIGNATURE

DATE

POTENTIAL HOLIDAY WORK RESPONSIBILITIES AND POTENTIAL HAZARDS

This job requires that you may work some of the following major holidays: New Year's Eve, New Year's Day, Easter, Memorial Day, July 4, Labor Day, Thanksgiving, Christmas, Rosh Hashanah, and Yom Kippur.

It is an essential qualification for all jobs in our office that you be able to stand for long periods of time and do heavy lifting. There are also potentially hazardous situations associated with the work, which include but may not be limited to animal bites, and exposure to chemicals, animals feces and radiation. **I have read and I acknowledge and accept the above potential holiday work responsibilities and potential hazards.**

SIGNATURE

DATE

RELEASE PERMITTING THE DISCLOSURE OF INFORMATION

PLEASE READ BEFORE SIGNING

I hereby authorize *Cat Sense Feline Hospital and Boarding, Inc.* or its authorized employees or agents to seek information from school officials, previous employers and other persons, firms or institutions listed on this application. I further authorize the persons, firms or institutions contacted to release to *Cat Sense Feline Hospital and Boarding, Inc.* or its authorized employees or agents all information in their knowledge or possession pertaining to my employment or educational history or my qualifications and ability to work for this employer, including but not limited to information and options pertaining to the nature of my former jobs and job duties, how I performed those duties, my salary history, my attendance record, my character, my academic record, and any performance, behavior, attitude, or other problems or good points perceived by them. Further, I authorize *Cat Sense Feline Hospital and Boarding, Inc.* or its authorized employees or agents to seek from any law enforcement agencies having information concerning me, any information maintained on me, other than records relating solely to charges that have been expunged. I also authorize any law enforcement agencies to release such information to *Cat Sense Feline Hospital and Boarding, Inc.* or its authorized employees or agents. I release, hold harmless, and covenant not to sue any persons, firms, institutions, or other entities providing any information covered by this Release on the basis of their disclosures.

SIGNATURE _____

DATE _____

PLEASE READ BEFORE SIGNING

UNDER MARYLAND LAW, AN EMPLOYER MAY NOT REQUIRE OR DEMAND, AS A CONDITION OF EMPLOYMENT, PROSPECTIVE EMPLOYMENT OR CONTINUED EMPLOYMENT, THAT AN INDIVIDUAL SUBMIT TO OR TAKE A LIE DETECTOR OR SIMILAR TEST. AN EMPLOYER WHO VIOLATES THIS LAW IS GUILTY OF A MISDEMEANOR AND SUBJECT TO A FINE NOT EXCEEDING \$100,000.

SIGNATURE _____

DATE _____

PLEASE READ BEFORE SIGNING

I hereby affirm that my statements and answers to all questions on this application are true and correct, and that I have not knowingly withheld any fact or circumstance which, if disclosed, would affect my application unfavorably. I understand that if employed, any misstatement or omission of fact on this application may result in my immediate dismissal.

SIGNATURE _____

DATE _____