



Lewis County Humane Society

6390 Pine Grove Rd, Glenfield, NY 13343
315-376-8349

Application for Animal Care Provider

It is our policy to comply with all applicable state and federal laws prohibiting discrimination in employment based on race, age, sex, color, religion, national origin or other protected classifications.

Name _____ Date _____

Address _____

Telephone _____ Are you over 18 years old Yes No

Are you a citizen of the United States or otherwise authorized to work in the United States on an unrestricted basis? Yes No

Which days are you **unavailable** for work? MON TUE WED THU FRI SAT SUN

Date you are available to start? _____ Salary Requirement? _____

Do you have animals of your own? Yes No

If no, why not? _____

There are times when your shift may change to help cover hours or for special events. This position will help cover if other employees are ill, on vacation or have an emergency. It will also help to cover adoption and fundraising events. Most of the requests will be with advance notice, but some may be last minute in the case of illness or emergency. Do you feel you have the flexibility in your schedule to facilitate these requests? Yes No

Are you able to lift 50lbs? Yes No Do you have a NYS License? Yes No

Have you ever been convicted of a crime other than a traffic violation? Yes No

(NOTE: Conviction will not necessarily disqualify an applicant for employment. If yes, please describe charges, court date and disposition of case(s):

EDUCATION

Name & location of School Year Graduated Course of Study

High School
College
Training School/Other

EMPLOYMENT/WORK EXPERIENCE

Cover the last 7 years, including periods of self-employment, or unemployment. If additional pages are needed, please attach. Start with your present or most recent position first.

Most Recent Employer _____ Phone _____

Address _____ Position _____

Date Started _____ Date Left _____ Salary _____

Describe your duties: _____

Give specific reason for leaving _____

May we contact them? _____

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Employer _____ Phone _____

Address _____ Position _____

Date Started _____ Date Left _____ Salary _____

Describe your duties: _____

Give specific reason for leaving _____

May we contact them? _____

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Employer _____ Phone _____

Address _____ Position _____

Date Started _____ Date Left _____ Salary _____

Describe your duties: _____

Give specific reason for leaving _____

May we contact them? _____

Please list 3 personal references and their phone numbers:

1. _____
2. _____
3. _____

An Equal Opportunity Employer

GENERAL AGREEMENT

I understand that all offers of employment are conditioned on receipt of satisfactory responses to reference requests and provision of satisfactory proof of an applicant's identity and legal authority to work in the United States. In consideration of my employment, I agree to conform to the rules and standards of The Lewis County Humane Society, as amended from time to time at the employer's discretion.

AUTHORIZATION TO CHECK REFERENCES

I hereby certify that the information contained in this application form is true and correct to the best of my knowledge and agree to have any of the information checked unless I have indicated to the contrary. I authorize the references listed above, as well as all other individuals whom the shelter may contact, to provide any and all information concerning my previous employment and any other pertinent information that they may have. I understand that any misinterpretation, falsification, or omission of material information on this application may result in my failure to receive an offer, or if I am hired, in my dismissal from employment.

Applicant's signature: _____ Date _____

Pre- Employment Assessment

1. Have you ever come in contact with an aggressive animal and if so how did you handle the situation?
2. How would you handle a case where yourself or an associate was either bitten or scratched by an animal and they or yourself needed emergency medical care? What would be the first thing to do?
3. Describe yourself using only three words?
4. Is this job more about the money or about passion for you?
5. Do you have animal related allergies?
6. Please describe a stressful time you had at your previous place of employment and how you handled the situation?
7. Do you mind getting dirty or messy on the job?
8. Do you work well in a stressful situation?
9. Do you have any previous experience working with animals? (If so please explain)
10. What qualifications do you have that make you feel you are right for the job?