



Application for Employment

126 S. Beltline Hwy W
Scottsbluff, NE 69356

APPLICANT INFORMATION							
Last Name			First			Middle Initial	
Street Address					Apartment/Unit #		
City			State			ZIP	
Phone #			E-mail Address				
Position Applied for					Desired Salary	\$	
Are you authorized to work in the U.S.?	YES <input type="checkbox"/>		NO <input type="checkbox"/>				
Have you ever worked for this company?	YES <input type="checkbox"/>		NO <input type="checkbox"/>		If so, when?		
Have you ever been terminated from a job because of stealing or other unacceptable conduct?	YES <input type="checkbox"/>				NO <input type="checkbox"/>		
If yes, please explain:							
Hours you are looking for?	Part Time <input type="checkbox"/>		Full Time <input type="checkbox"/>		Part Time or Full Time as needed <input type="checkbox"/>		
If applying for Part Time only, how many hours per week do you want to work?							
When would you be able to start?							
<p>PHS staffing hours are Mon-Fri 8 am to 5 pm; Sat & Sun 8 am to 4 pm. All employees are required to work weekends for the full day on a rotation of 2 on, 1 off or as needed. Based on this, what hours would you be available to work? (Write in available times. Ex: 8 am – 12 pm)</p>							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	
What tools or technology do you use to stay organized?							
Do you have any certifications, degrees, awards or special skills we should know about?							
Are you able to:						Yes	No
Read, write, and understand the English language in order to effectively communicate with customers and fellow employees?							
Maintain constant and total awareness of customers and effectively handle the demands of customers, animals, and fellow employees?							
Lift up to 65 pounds, carry large bags of dog food, cases of cleaning supplies, etc. as needed?							
Bend at knees or waist several times as well as stand for long periods of time?							
Tolerate exposure to foul odors and cleaning supplies?							
Climb a ladder/step stool to change lightbulbs and perform shelter maintenance?							
Tolerate exposure to both hot and cold weather, shovel snow, and property maintenance?							
Sweep and mop floors, dust shelves, and lift and carry out trash containers and place in outside receptacle?							
Work in a stressful environment?							

PREVIOUS EMPLOYMENT										
Company							Phone #			
Address							Supervisor			
Job Title			Starting Wage		\$		Ending Wage		\$	
Responsibilities										
From			To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>		NO <input type="checkbox"/>			
Company							Phone #			
Address							Supervisor			
Job Title			Starting Wage		\$		Ending Wage		\$	
Responsibilities										
From			To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>		NO <input type="checkbox"/>			
Company							Phone #			
Address							Supervisor			
Job Title			Starting Wage		\$		Ending Wage		\$	
Responsibilities										
From			To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>		NO <input type="checkbox"/>			
Company							Phone #			
Address							Supervisor			
Job Title			Starting Wage		\$		Ending Wage		\$	
Responsibilities										
From			To		Reason for Leaving					
May we contact your previous supervisor for a reference?					YES <input type="checkbox"/>		NO <input type="checkbox"/>			
MILITARY SERVICE										
Branch							From			To
Rank at Discharge							Type of Discharge			
If other than honorable, explain										
Why do you want to work for Panhandle Humane Society?										
DISCLAIMER AND SIGNATURE										
I certify that my answers are true and complete to the best of my knowledge.										
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.										
I understand that this application is not a contract offer or promise of employment and that if hired I will be able to resign at any time for any reason. Likewise, the company can terminate my employment at any time with or without cause.										
Signature						Date				