



Application for Employment

Humane Fort Wayne is an equal opportunity employer. Humane Fort Wayne does not discriminate in employment with regard to race, color, religion, national origin, citizenship status, ancestry, age, sex (including sexual harassment), sexual orientation, marital status, physical or mental disability, military status or unfavorable discharge from military service or any other characteristic protected by law.

Incomplete information could disqualify you from further consideration. Please complete all fields.

Personal Information

Name (First & Last)	
Address	
Email Address	
Phone Number	

Are you eligible to work in the United States (Proof of identity and eligibility will be required upon employment)	☐ Yes ☐ No
Are you at least 18 years or older? (If no, you may be required to provide authorization to work.)	☐ Yes ☐ No
Have you ever been terminated from employment or asked to resign by an employer?	☐ Yes ☐ No If yes, please provide details: _____ _____ _____ _____
Are you able to perform the essential functions of the job for which you are applying, with or without a reasonable accommodation?	☐ Yes ☐ No



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Employment Desired

Potential Start Date	
Hourly/Salary Desired	
Position applying for	

Are you currently employed?	☐ Yes ☐ No
Name of current employer	
May we contact this employer?	☐ Yes ☐ No
If yes, please provide contact information and name of supervisor.	Name: _____ Phone Number _____ Email Address _____

Referral Source

How did you hear about us?	☐ Walk-in ☐ Social Media ☐ Indeed ☐ Zip Recruiter ☐ Website ☐ Referral If referral, please provide name of referring employee: _____
Have you worked for Humane Fort Wayne before?	☐ Yes ☐ No If yes, when? _____
Do you know anyone who currently works for Humane Fort Wayne	☐ Yes ☐ No If yes, who? _____ Relationship: _____

Education History

High School Diploma/GED	☐ Yes ☐ No Name of School: _____
College/University Degree (Indicate Highest)	Name of School: _____ ☐ Associate ☐ Bachelors ☐ Masters ☐ Doctorate Degree Earned _____



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Degree Earned)	
Trade School Diploma/Degree	Name of School: _____ Diploma/Degree Earned _____
Certifications	#1 _____ #2 _____ #3 _____

Employment History

Include your last five (3) years of employment history, including periods of unemployment, starting with the most recent and working backwards. Incomplete information could disqualify you from further consideration.

From (Month & Year)	To (Month & Year)	Employer Name
Job Title		
Reason for Leaving		

From (Month & Year)	To (Month & Year)	Employer Name
Job Title		
Reason for Leaving		

From (Month & Year)	To (Month & Year)	Employer Name
Job Title		
Reason for Leaving		



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Do you have any special skills, experience and/or training that would enhance your ability to perform the position applied for? If yes, explain.

References

Give the names of three persons, not related to you, who can provide personal or professional references.

Name	Email	Phone	Relationship	Years Known
			☐ Friend ☐ Co-worker ☐ Supervisor ☐ Aquantence ☐ Other: _____	
			☐ Friend ☐ Co-worker ☐ Supervisor ☐ Aquantence ☐ Other: _____	
			☐ Friend ☐ Co-worker ☐ Supervisor ☐ Aquantence ☐ Other: _____	



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Please read carefully before signing

I understand that neither the completion of this application nor any other part of my consideration for employment establishes any obligation for Humane Fort Wayne to hire me. If I am hired, I understand that either Humane Fort Wayne or I can terminate my employment at any time and for any reason, with or without cause and without prior notice. I understand that no representative of Humane Fort Wayne has the authority to make any assurance to the contrary.

I attest with my signature below that I have given to Humane Fort Wayne true and complete information on this application. No requested information has been concealed. I authorize Humane Fort Wayne to contact references provided for employment reference checks. If any information I have provided is untrue, or if I have concealed material information, I understand that this will constitute cause for the denial of employment or immediate dismissal of my application.

Signature _____ Date _____

THIS APPLICATION IS VALID ONLY FOR 60 DAYS FROM THE DATE ABOVE.