



**UINTAH ANIMAL CONTROL & SHELTER
SPECIAL SERVICE DISTRICT
EMPLOYMENT APPLICATION**

Name Home Phone / Cell Phone

Address Business Phone

City State Zip E-mail address

IMPORTANT

Read the following instructions carefully before filling out your application.

*All requested information must be furnished. The information you give will be used to determine your qualifications for employment. It is important that you answer all questions on your application fully and accurately; failure to do so may delay its consideration and could mean loss of employment opportunities. If an item does not apply to you, or if there is no information given, please write the letters "N/A" for **Not Applicable**. Please type or print all information. You must sign and date this application.*

1. Position / Title applied for: _____
2. Type of employment acceptable: Full-time Part-time Seasonal
3. Are you a citizen of the United States? Yes No
If no, do you possess documentation that you are legally authorized to live and work in the United States?
Yes No
4. Have you ever worked for Animal Services? Yes No
If yes, position held: _____ Dates: from _____ to _____
5. Are you related to any Animal Services employee? Yes No
If yes, list name(s): _____
6. Have you ever been convicted of violating any civil or criminal law? Yes No
If yes, please explain fully, stating violation, conviction date, city and state.
Include traffic violations within the past 3 years.

***UINTAH ANIMAL CONTROL AND SHELTER SPECIAL SERVICE DISTRICT
IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT
DISCRIMINATE AGAINST THE DISABLED IN EMPLOYMENT SERVICE***

7. Have you served in the U.S. Armed Forces? Yes No
 If yes, Branch: _____ Service # _____ Type of Discharge _____
 Dates of active service: _____ from _____ to _____
8. Do you have a valid Utah or other State Driver's license? Yes No
 If yes, # _____ Expiration Date: _____
 Do you have a valid CDL license? Yes No
 If yes, type: _____ Endorsements: _____
9. Lowest wage you will accept: \$ _____ per _____
10. Are you currently employed? Yes No
11. When will you be available for work: _____

EDUCATION AND TRAINING

1. Are you a high school graduate or equivalent? Yes No
 Name and location of high school: _____
 Years attended: _____ from _____ to _____

2. Circle highest grade completed: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16+

3. Post high school education:

College, University attended	Dates attended	Major / Minor	Credits Earned	Degree / Cert.
(Other training)				

4. Clerical skills: Keyboard _____ wpm Shorthand _____ wpm Other _____

5. List any equipment you have operated successfully:

6. List any professional or trade licenses, certificates, registration or membership:

EXPERIENCE

Beginning with present or most recent experience, account for at least your past 10 years of employment. If you wish to elaborate on your experience, a supplemental sheet or resume may be attached, but this section **MUST** be filled out. Include military or volunteer type employment.

Employer _____ Full-time <input type="checkbox"/> Address _____ Part-time <input type="checkbox"/> Job Title _____ Volunteer <input type="checkbox"/> Duties _____ _____ Reason for leaving _____ _____	Length of Job from: mth / yr _____ to: mth / yr _____ Hours worked per week _____ Last wage \$ _____ per _____ May we contact this employer regarding your employment record? Yes <input type="checkbox"/> No <input type="checkbox"/>
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AGREEMENT

I certify that the answers given herein are true and accurate to the best of my knowledge.

I authorize you to make such investigations and inquiries of my personal, employment, or criminal history as may be necessary in arriving at an employment decision. I hereby release employers and law enforcement agencies or persons from all liability in responding to inquiries in connection with my application.

In the event of employment, I understand that false or misleading information given in my application or interview(s) may result in discharge. I understand also that I am required to abide by all rules and regulations of the Uintah Animal Control and Shelter Special Service District.

Signature of Applicant

Date

FOR PERSONNEL OFFICE USE ONLY

Education _____ Written _____
Experience _____ Oral _____
Special _____ Additional _____
Background _____ Performance _____
Minimums Yes No

Overall rating _____

Notes: _____
