



# Midcoast

H U M A N E

Midcoast Humane is an equal opportunity employer and does not discriminate against otherwise qualified applicants on the basis of race, color, national origin, religion, ancestry, age, sex (including gender identity, sexual orientation, and pregnancy), marital status, disability, handicap, veteran status, genetic information, or any protected status. Midcoast Humane will provide qualified disabled applicants with reasonable accommodations needed to secure employment with the Midcoast Humane and to perform the essential functions of a position desired, unless doing so would result in an undue burden.

*Instructions: Please complete ENTIRE job application even though you may have provided a resume.*

Position applied for \_\_\_\_\_ Date of application \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Day Telephone No. \_\_\_\_\_ Evening Telephone No. \_\_\_\_\_ Email \_\_\_\_\_

Are you over 18? Yes \_\_\_\_\_ No \_\_\_\_\_ Are you legally eligible for employment in the US? Yes \_\_\_\_\_ No \_\_\_\_\_  
*(If hired, you will be required to provide documentation to verify identity and employment eligibility.)*

Driver's license number if driving is a requirement of the position for which you are applying \_\_\_\_\_

### Employment History (Last employer first)

Employer \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Dates of employment From \_\_\_\_\_ To \_\_\_\_\_

Why did you/do you want to leave? \_\_\_\_\_

Summary of job \_\_\_\_\_

May we contact for a reference? Yes \_\_\_\_\_ No \_\_\_\_\_ Later \_\_\_\_\_ If NO, why not? \_\_\_\_\_

Employer \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Dates of employment From \_\_\_\_\_ To \_\_\_\_\_

Why did you leave? \_\_\_\_\_

Summary of job \_\_\_\_\_

May we contact for a reference? Yes \_\_\_\_\_ No \_\_\_\_\_ Later \_\_\_\_\_ If NO, why not? \_\_\_\_\_

**Employer** \_\_\_\_\_ Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_

Dates of employment From \_\_\_\_\_ To \_\_\_\_\_

Why did you leave? \_\_\_\_\_

Summary of job \_\_\_\_\_

May we contact for a reference? Yes No Later If NO, why not? \_\_\_\_\_

**Educational Background (Most recent school attended first)**

School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Major/Minor \_\_\_\_\_ Degree \_\_\_\_\_

School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Major/Minor \_\_\_\_\_ Degree \_\_\_\_\_

School \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Major/Minor \_\_\_\_\_ Degree \_\_\_\_\_

**Skills and Qualifications**

*Summarize any special training, licenses and/or certificates that may assist you in performing the position for which you are applying*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Applicant Statement**

I expressly authorize, without reservation, **Midcoast Humane**, its representatives, employees or agents to contact and obtain information from all references, employers, public agencies, licensing authorities, and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume, or job interview. I hereby waive any and all rights and claims I may have regarding the employer, its agents, employees or representatives, for seeking, gathering and using truthful information, in a lawful manner, in the employment process and all other persons, corporations or companies for furnishing such information about me. I certify that all the facts set forth in the above employment application are true and complete to the best of my knowledge and I authorize **Midcoast Humane** to verify their accuracy and to obtain reference information on my work performance. I hereby release **Midcoast Humane** from any and all liability of whatever kind and nature, which, at any time, could result from obtaining and having an employment decision based on such information. I understand that, if employed, falsified statements of any kind or omissions of facts called for on this application shall be considered sufficient basis for employment termination without prior notice.

I understand that in evaluating my application for employment and to evaluate my continued suitability for employment, **Midcoast Humane** may from time to time procure or have prepared an employment, education, criminal history, motor vehicle, military and/or investigative report, or a report about my background, character, general reputation, mode of living, and/or employment performance about me. I consent to and authorize **Midcoast Humane** to obtain these reports, and by copy of this authorization, I have been notified that: 1. the reports may be requested; 2. that upon request, I will be informed whether such a report has been requested; and 3. that upon request, I will be informed of the name and address of any agency that furnished any report.

I also understand that upon written request and within five days after receipt of my request, I am entitled to complete disclosure about the nature and scope of this investigation. I authorize all persons, schools, employers, companies, corporations, law enforcement agencies and other government agencies to release information to **Midcoast Humane** and to any Midcoast Humane hired by them. The authorization includes matters of opinion relating to character, ability, reputation and past performance.

If extended an offer of employment, I may be required to undergo a fit-for-duty physical examination by a physician selected by **Midcoast Humane**. I understand that any offer of employment is conditioned upon the results of this post-offer examination.

**If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and Midcoast Humane reserves the same right to terminate my employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or definite duration. I understand that no supervisor or representative of Midcoast Humane is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by Midcoast Humane’s President. I also understand that if I am hired, I will be required to provide proof of identity and legal authorization to work in the US and that federal immigration laws require me to complete an I-9 in this regard.**

I certify that I have read and fully understand and accept all terms of the foregoing Applicant Statement.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_