



Corporate Mailing Address
182 Palmer Avenue, Falmouth, MA 02540
508.540.4409 FAX 508.540.4496
www.theblackdog.com

EMPLOYMENT APPLICATION

DATE:

PERSONAL INFORMATION

Name (Last, First, MI)

Permanent Mailing Address

City, State, Zip

Temporary Address (if applicable)

City, State, Zip

Home phone number

Work phone number

Cell phone number

E-mail address

EMPLOYMENT DESIRED

Position applied for

How did you hear about this position?

Date available for work

Desired hours (full time, part time, etc.)

EDUCATION

	Name and Address of School	Course of Study	Total Years of Study	Degree/ Diploma
High School				
Undergraduate College				
Graduate/ Professional				
Other (Specify)				

List any seminars, classes or other education not listed above which may help qualify you for this position

List below all present and past employers over the past ten years, starting with your **most recent** employer. Account for all periods of unemployment. **You must complete this section even if attaching a resume.**

1	Employer (current <input type="checkbox"/> Yes <input type="checkbox"/> No)	Start Date	End Date	Essential job functions of final position
	Address			1.
	City, State, Zip			2.
	Phone number			3.
	Fax number	Supervisor(s)		4.
	Job position(s)	E-mail address of supervisor		
	Reason(s) for leaving May we contact this employer? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	What value did you add to this company or its customers?			

2	Employer	Start Date	End Date	Essential job functions of final position
	Address			1.
	City, State, Zip			2.
	Phone number			3.
	Fax number	Supervisor(s)		4.
	Job position(s)	E-mail address of supervisor		
	Reason(s) for leaving			
	What value did you add to this company or its customers? May we contact this employer? <input type="checkbox"/> YES <input type="checkbox"/> NO			

3	Employer (current <input type="checkbox"/> Yes <input type="checkbox"/> No)	Start Date	End Date	Essential job functions of final position
	Address			1.
	City, State, Zip			2.
	Phone number			3.
	Fax number	Supervisor(s)		4.
	Job position(s)	E-mail address of supervisor		
	Reason(s) for leaving May we contact this employer? <input type="checkbox"/> YES <input type="checkbox"/> NO			
	What value did you add to this company or its customers?			

Additional Information	
List any professional, trade, business or civic activities and offices held. You may exclude membership that would reveal gender, race, religion, national origin, ancestry, age, disability or any other protected status.	
Identify formal job training that relates to this position:	
Identify what skills or certification you possess related to this position:	
If you are hired, what value would you add to our company?	
Describe what you believe are the most unique features of your work history:	

Additional Information		
Have you ever been employed with this company before? If Yes, when?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have any friends or relatives employed by this company? If Yes, please provide their names and relationship to you:	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Are you currently employed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
May we contact your employer?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you are under 18 years of age, can you provide proof of your eligibility to work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If hired, can you provide proof of U.S. citizenship or proof of your legal right to work in the U.S.?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If hired, do you have a reliable means of transportation to and from work?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If hired, would you be able to travel or work overtime as needed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

References

List below three persons not related to you who have knowledge of your work performance within the last 5 years

Name		Occupation
Company name	Address	
Telephone	E-mail	Relationship & years acquainted

References

Name		Occupation
Company name	Address	
Telephone	E-mail	Relationship & years acquainted

References

Name		Occupation
Company name	Address	
Telephone	E-mail	Relationship & years acquainted

Disclosures

Please read each statement closely and initial each acknowledging your understanding

Equal Employment Opportunity Statement

— This company is committed to the principles of equal employment opportunity and is committed to make employment decisions based on merit. We are committed to complying with all Federal, State and local laws providing for equal employment opportunities, as well as all laws related to terms and conditions of employment. The Company desires to maintain a work environment that is free of sexual harassment and discrimination due to race, religion, color, national origin, physical or mental disability, age or any other status protected by Federal, State or local laws. The Company will make reasonable efforts to accommodate those physical or mental limitations of an otherwise qualified employee unless undue hardship would result for the company.

Discrimination and Sexual Harassment Policy Statement

— This Company will not tolerate any form of unlawful discrimination, including sexual harassment. Any employee who engages in unlawful discrimination or sexual harassment will be subject to appropriate discipline, up to and including termination. Prohibited sexual harassment is defined as follows: Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature constitutes sexual harassment when (1) submission to such conduct is made whether explicitly or implicitly a term or condition of an individual's employment; (2) Submission to or action of such conduct by an individual is used as the basis for employment decisions affecting such individuals; or (3) Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment.

Complete and Accurate Information

— I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I have personally completed this application. I understand that any omission or misstatement of material fact on this application, or any other document used to secure employment, shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

At-Will Employment

— I understand and agree that if I am employed, my employment will be "at-will", which means that the Company may terminate the employment relationship at any time, with or without cause and with or without notice. Likewise, the Company will respect my right to terminate my employment at any time, with or without cause and with or without notice. I further understand that any prior representation, whether expressed or implied to the contrary is hereby superceded and that no promise or representation contrary to the foregoing is binding on the Company unless made in writing and signed by the Company's president.

Background Investigation Authorization

— I authorize investigation into all statements and references contained in this application. Said investigation may include references and other background checks.

Company Obligation

— I understand and agree that the Company's acceptance of this job application does not mean that a position for which I am qualified is open or that the company has agreed to hire me. I understand that the Company is under no obligation to hire me as the result of accepting this completed application.

I HAVE READ AND UNDERSTAND THE ABOVE POLICY STATEMENTS AND AGREE TO BE BOUND BY THEM IF EMPLOYED BY THE COMPANY.

Signature

Date