



18420 SE McLoughlin Blvd.  
Milwaukie, OR 97267  
p 503.653.6621 f 503.653.3459  
www.gladstonevets.com

## APPLICATION FOR EMPLOYMENT - AN EQUAL OPPORTUNITY EMPLOYER

We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status, or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on related factors.

### Personal

Date \_\_\_\_\_

Name \_\_\_\_\_  
Last First Middle

Address \_\_\_\_\_

Phone number ( hm /  cell) \_\_\_\_\_ Phone number ( hm /  cell) \_\_\_\_\_

Email address \_\_\_\_\_

Position applied for \_\_\_\_\_

Would you work - Full-time \_\_\_\_\_ Part-time \_\_\_\_\_ Specify days and hours if part-time \_\_\_\_\_

Were you previously employed by Gladstone Veterinary Clinic? \_\_\_\_\_ If yes when? \_\_\_\_\_

What date would you be available for work? \_\_\_\_\_

What specific skills do you possess that you believe make you particularly qualified for this position?

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Are you over 18 years of age? \_\_\_\_\_

If hired, can you furnish proof you are eligible to work in the United States? \_\_\_\_\_

Work History, please list your last 4 employers (begin with the most recent, do not omit any employers, including any pertinent military experience)

*If you were employed under a different name, please give name.*

|                        |                           |                        |              |
|------------------------|---------------------------|------------------------|--------------|
| Name of company        | Business address<br>State | City                   | Phone number |
| Type of business       | Immediate supervisor      | Date employed<br>from: | to:          |
| Exact job title        |                           |                        |              |
| Reason for termination |                           |                        |              |
| Description of duties: |                           |                        |              |
|                        |                           |                        |              |
|                        |                           |                        |              |

|                        |                           |                        |              |
|------------------------|---------------------------|------------------------|--------------|
| Name of company        | Business address<br>State | City                   | Phone number |
| Type of business       | Immediate supervisor      | Date employed<br>from: | to:          |
| Exact job title        |                           |                        |              |
| Reason for termination |                           |                        |              |
| Description of duties: |                           |                        |              |
|                        |                           |                        |              |
|                        |                           |                        |              |

|                        |                           |                        |              |
|------------------------|---------------------------|------------------------|--------------|
| Name of company        | Business address<br>State | City                   | Phone number |
| Type of business       | Immediate supervisor      | Date employed<br>from: | to:          |
| Exact job title        |                           |                        |              |
| Reason for termination |                           |                        |              |
| Description of duties: |                           |                        |              |
|                        |                           |                        |              |
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|                        |                           |                        |              |
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| Type of business       | Immediate supervisor      | Date employed<br>from: | to:          |
| Exact job title        |                           |                        |              |
| Reason for termination |                           |                        |              |
| Description of duties: |                           |                        |              |
|                        |                           |                        |              |
|                        |                           |                        |              |

Membership in Professional or Civic Organizations (*do not include racial, religious, or nationality groups*)

| Name or description of organization | From | To | Offices held |
|-------------------------------------|------|----|--------------|
|                                     |      |    |              |
|                                     |      |    |              |
|                                     |      |    |              |
|                                     |      |    |              |

Education Record

| Name of school, location and grades attended | Degree awarded |
|--|----------------|
| High School                                  |                |
| College                                      |                |
| Graduate School                              |                |
| Business or Trade School                     |                |
| Correspondence or Night School               |                |
| Other job-related educational institutions   |                |

|   |     |    |              |
|---|-----|----|--------------|
| Do you authorize Gladstone Veterinary Clinic to obtain reference checks from <b>previous</b> employers?   | Yes | No | Initial here |
| Do you authorize Gladstone Veterinary Clinic to obtain reference checks from <b>current</b> employers?  | Yes | No | Initial here |
| I understand that in order for me to be considered for employment with Gladstone Veterinary Clinic, I must submit to a pre-employment drug screening, which consists of a urine test to determine the presence of illegal drugs. I will be asked to submit to this test <u>within 48 hours</u> after a contingent job offer of employment has been extended to me. I understand that if the results of this test are positive, the contingent job offer will be withdrawn and I will not be considered further for employment at Gladstone Veterinary Clinic at this time or in the future. | Yes | No | Initial here |
| If the position for which you are applying involves handling cash or credit cards, do you consent to a criminal background check?   | Yes | No | Initial here |
| Can you read the job description for the position you are applying?   | Yes | No | Initial here |
| Are you able to perform all requirements of the position as outlined in the job description?  | Yes | No | Initial here |
| I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment with Gladstone Veterinary Clinic, I understand that false or misleading information in my application or interview may result in my release and or termination from any job with Gladstone Veterinary Clinic.  | Yes | No | Initial here |

*Gladstone Veterinary Clinic is an at-will employer. That means that either you or Gladstone Veterinary Clinic is free to end the employment relationship at any time, with or without notice or cause. Nothing in Gladstone Veterinary Clinic's policies or procedures, either now or in the future, are intended to change the at-will nature of our relationship.*

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Professional References

| First and Last Name | Relationship / years known | Phone |
|---------------------|----------------------------|-------|
|                     |                            |       |
|                     |                            |       |
|                     |                            |       |

## FOR EMPLOYER'S USE ONLY

## Reference Check

| Date Called | Company Called | Person Contacted | Comments |
|-------------|----------------|------------------|----------|
|             |                |                  |          |
|             |                |                  |          |
|             |                |                  |          |

## Interview Notes