

Scott Pet Products, Inc.

Application for Employment

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the applications and /or interview process should notify a representative of the Human Resources Department.

Please Print

Date of application ____/____/____

Name _____
Last First Middle

Address _____
Street City State Zip Code

Phone # (____) _____ Mobile /Other Phone # (____) _____ E-mail _____

Position(s) applied for _____ (Circle one) **Rockville** **Newport** **Either**

Referral Source (Please check the appropriate category and name the source.)

Walk-in Employee _____ Advertisement Company's Website

If necessary, best time to call you at home is....
_____ PM AM

May we contact you at work? ____ Yes ____ No
If yes, work number and best time to call:

(____) _____
_____ PM AM

If you are under 18 and it is required, can you furnish a work permit?..... ____ Yes ____ No
If **no**, please explain _____

Have you submitted an application here before? ____ Yes ____ No

If yes, give date(s) and position(s)

Have you ever been employed here before?..... ____ Yes ____ No

If yes, give dates From ____/____/____ to
____/____/____

Are you legally eligible for employment In this country? ____ Yes ____ No

Date available for work..... ____/____/____

What is your desired salary range or hourly rate of pay?
\$ _____ Per _____

Type of employment desired: ____ Full-Time
____ Part-Time ____ Educational Co-Op
____ Seasonal ____ Temporary

Will you travel if the job requires it?..... ____ Yes ____ No

If they have been explained to you, are you able to meet the attendance requirements of the position?.. ____ N/A ____ Yes ____ No

Will you work overtime if required?..... ____ Yes ____ No
If **no**, please explain _____

Answering "yes" to the following question does not constitute an automatic bar to employment. Factors such as date of offense, seriousness and nature of violation, rehabilitation and position will be taken into account.

Have you been convicted of a felony?..... ____ Yes ____ No

If yes, please provide date(s) and details _____

Employment History

Starting with your most recent employer, provide the following information.

Employer	Telephone #	Month Year	Month Year
()		Dates employed: ___/___ to ___/___	
Street Address	City	State	
Job Title	Immediate supervisor and title	May we contact for references? (for most recent position held) __ Yes __ No __ Later	

Why did you leave?

Summarize the type of work performed and job responsibilities.

What did you like about your position?

What were the things you liked least about the position?

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Employment History (continued)

Explain any gaps in your employment, other than those due to personal illness, injury or disability_____

If not addressed on previous page, have you ever been fired or asked to resign from a job?.... __Yes __ No

If yes, please explain_____

Skills and Qualifications

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

Educational Background (Starting with your most recent school attended, provide the following information.)

School (include City and State)	Years Completed	Completed	GPA Class Rank	Major/ Minor
		__Diploma __GED __Degree_____ __Certificate_____ __Other_____		
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References (List name and telephone number of three business/work references who are *not* related to you and are *not* previous supervisors. If not applicable, list three school or personal references who are *not* related to you.)

Name	Title	How Known	Telephone	Years known

Is there any other job-related information you want us to know about you?

Applicant Statement

I certify that all information I have provided in order to apply for and secure work with this employer is true, complete and correct.

I expressly authorize, without reservation, the employer, its representatives, employees or agents to contact and obtain information from all references (personal and professional), employers, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, résumé's 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 and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that this employer does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

I understand that this application remains current for only 180 days. At the conclusion of that time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to reapply and fill out a new application.

If I am hired, I understand that I am free to resign at any time, with or without cause and with our without prior notice, and the employer 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 of definite duration. I understand that no supervisor or representative of the employer 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 the employer'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 United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT SIGN UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

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

Signature of Applicant _____ **Date** ____/____/____