

EMPLOYMENT APPLICATION



AN EQUAL OPPORTUNITY EMPLOYER

Mail to: West Paw Design / Schoggi, Inc.
 32050 East Frontage Rd.
 Bozeman, MT 59715
 Phone: 406.585.0505 Fax: 406.585.0808
 Email: hr@westpawdesign.com

For Office Use Only
Date Received _____
Interviewed By _____
Interview Date _____

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	Zip	
Phone	E-mail Address		
Are you prevented from lawfully becoming employed in this country because of Visa or Immigration status? YES <input type="checkbox"/> NO <input type="checkbox"/>	Social Security Number		
Date Available	Desired Salary	Are you 18 years or older? YES <input type="checkbox"/> NO <input type="checkbox"/>	
Position Applying for			

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Diploma
College/University		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

PROFESSIONAL REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

EMPLOYMENT HISTORY

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	

Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	

Which of these jobs did you like best? What did you like most about this job?

Within the past three years, what job responsibilities have given you the most personal satisfaction and why?

Rate your level (high, medium or low) of technical and/or office equipment proficiency (i.e, phone systems, computer programs, email or other)

Describe your greatest career accomplishments, abilities, gifts, skills and/or training.

Why are you the best person for this position?

Disclaimer and Signature

I authorize, at West Paw Design/Schoggi, Inc.'s discretion, investigation of all statements made by me in this application, review of any civil or criminal records which may exist, concerning me, except for such records as are sealed according to and state or federal law. I further authorize West Paw Design/Schoggi, Inc., at its discretion, to contact employers, references and others whose names are provided on this application form, or whose names may be identified by me in a job interview, and I authorize such persons to provide West Paw Design/Schoggi, Inc. with information requested by West Paw Design/Schoggi, Inc. regarding me. I further release any such individuals, as well as West Paw Design/Schoggi, Inc., for any claims I might have arising out of any discussions involving me, or the provisions of any information or records regarding me.

This application does not constitute a contract between West Paw Design/Schoggi, Inc. and the applicant. Any employment is done on an "at-will" basis.

In the event of employment by West Paw Design/Schoggi, Inc., I understand that false or misleading information given in my application or interviews may result in discharge. I also understand that my employment with West Paw Design/Schoggi, Inc. is conditioned upon accepting and complying with the Employee Handbook and all its future revisions.

Signature

Date