

Humane Society of the Black Hills
Animal Services and Enforcement
Employment Application
1820 E. St. Patrick Street
Rapid City, SD 57703

Notice to applicants: The Animal Services and Enforcement Department & The Humane Society of the Black Hills is an Equal Opportunity Employer. We do not discriminate because of race, color, creed, age, sex, marital status, religion; status with regard to public assistance or disability, national origin, veteran's status, or any other prohibited basis of discrimination as provided under applicable state or federal law. In accordance with the Americans With Disability Act, federal law obligates us to provide reasonable hardship. Please feel free to let us know if you need an accommodation to complete the application process.

Incomplete applications may not be accepted

Please fill out the application completely – print or type clearly. Any misrepresentation or willful omission of facts may be cause for immediate dismissal.

Personal Data:

Name: _____
(Last) (First) (Middle)

(Address/City/State/Zip)

Phone: _____ Cell: _____

All Employees must be at least 21 years of age to work in AS&E

Are you at least 21 years old? _____
(yes) (no)

Have you ever been convicted of a crime?
(Excludes Minor traffic infractions. DUI's must be noted) _____
(yes) (no)

If yes please explain and list the date of the conviction: _____

Position/Job information

Position desired: _____

(Fulltime)

(Part time)

Date available to start work: _____ Expected rate of pay: _____

Are you willing to work weekends and oncall after hours: _____

Please list friends and relatives in our employ: _____

Have you been previously employed with the Humane Society of the Black Hills or AS&E _____

If yes when? _____

Present or last Employer:	Dates Employed:	
Address:		
Phone:	Job Title:	Pay Rate:
Supervisor Name/Title	Full or Part time?	
Reason for leaving:	May we contact?	
Duties:		

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Phone:	Job Title:	Pay Rate:
Supervisor Name/Title	Full or Part time?	
Reason for leaving:	May we contact?	
Duties:		

Education/ Skills:

Schools:

Last Elementary Name and address	Last grade Completed:	
Last High School Name and Address	Last Grade Completed	Did you graduate?
College / Trade School Name and Address	Years Completed	Did you graduate?
Courses Studied:		

Name and Address of Organization/ training attended	
State courses and certifications if any:	
Dates of attendance	Degree or certification?

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Personal References: (Do not include relatives or former employers)

Name and Address	Business / Affiliation	Phone Number	Years Acquainted