

TAILS R' WAGGIN EMPLOYMENT APPLICATION

The pet boarding business is not for everyone. This industry is a demanding field that entails physical labor as well as mental awareness for the proper care of all pets with the understanding of how much people love and care for them. Pets are boarding here all year round and 24 hours a day. Weekend and Holiday work is a MUST. We realize that working under these conditions can be difficult at times, but it is the nature of our business and your **DEPENDABILITY** is critical.

OUR WORK HOUR SCHEDULE

We typically have set hours that typically cannot be altered. The following is a good example of most of our hours....Requests for days off can be made, but are not guaranteed

<u>Department</u>	<u>Morning Shift</u>	<u>Evening Shift</u>
Kennel Technician	6:30am - 3:45pm	3:30pm - 9:30pm
	8:00-am - 5:00pm	2:00pm - 9:30pm
Daycare Technician		3:30pm - 7:30 pm

HOLIDAYS

We honor and close on the following holidays, however staff is still scheduled to care for boarded pets:

New Year's Day, Easter, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas

WORK ETTIQUETTE

We seek people who have a genuine love for animals, whom are mature and accept the responsibilities placed on them. While we focus on playing and loving on the pets in our care, someone has to clean up after them, feed them, administer medications and see to their comfort and security while in our care. This requires hard work and dedication.

We emphasize the "Team Work" concept. Each team player must be enthusiastic, self motivated, dependable, and pleasant throughout difficult situations such as bad weather, high occupancy, and pets with illness. Working for any boarding kennel is physically demanding. Now that you know what to expect, you can make an informed decision on whether to continue filling out the application or not. To continue, please print your first and last name and sign & date. Please complete the application leaving no sections empty. If no information is available for a particular section, simply write "N/A"

Print Name

Signature & Date

All new employees begin on a 90 day probation period - initial and date _____

Our policy is to provide equal employment opportunity to all qualified persons without regard to race, creed, color, religious belief, sex, age, national origin, ancestry, physical or mental handicap, or veteran status.

Name: Last _____ First _____ Middle _____

Street Address _____

City _____ State _____ Zip _____

Telephone (_____) _____ Social Security # _____

Emergency Contact: Name _____ Number (_____) _____

Position applied for: Kennel/Daycare Technician Receptionist

Groomer ANY

How did you hear of this opening? _____

When can you start? _____ Desired wage \$ _____

Are you a U.S. citizen or otherwise authorized to work in the U.S. on an unrestricted basis? Yes No

Are you looking for full time employment? Yes No

What hours & Days are you available? NO PREFERENCE _____

Monday _____ Tuesday _____ Wednesday _____ Thursday _____

Friday _____ Saturday _____ Sunday _____

Have you ever been convicted of a felony? Yes No

If yes, please describe conditions _____

EDUCATIONAL BACKGROUND

Education	School Name and Location	# of Years Completed	Year Graduated	Major
High School				
College				
Other Training				

List hobbies, sports activities, or volunteer work (community or non-profit) _____

(Optional) IF you have no work experience filling this section out would be helpful on helping us to decide if you might be good candidate

Aside from Education, Training, and Other activities, briefly tell us why you would be a prime candidate for employment? _____

EMPLOYMENT HISTORY _____ List starting with most recent.

Company name _____

Address _____ **Telephone #** _____

Date started _____ **Starting wage** _____ **Starting position** _____

Date ended _____ **Ending wage** _____ **Ending position** _____

Name of Supervisor _____ **May we contact?** Yes No

Responsibilities _____

Reason for Leaving _____

Company name _____

Address _____ **Telephone #** _____

Date started _____ **Starting wage** _____ **Starting position** _____

Date ended _____ **Ending wage** _____ **Ending position** _____

Name of Supervisor _____ **May we contact?** Yes No

Responsibilities _____

Reason for Leaving _____

Company name _____

Address _____ **Telephone #** _____

Date started _____ **Starting wage** _____ **Starting position** _____

Date ended _____ **Ending wage** _____ **Ending position** _____

Name of Supervisor _____ **May we contact?** Yes No

Responsibilities _____

Reason for Leaving _____

Company name _____

Address _____ **Telephone #** _____

Date started _____ **Starting wage** _____ **Starting position** _____

Date ended _____ **Ending wage** _____ **Ending position** _____

Name of Supervisor _____ **May we contact?** Yes No

Responsibilities _____

Reason for Leaving _____

***Attach any additional information if necessary. If attaching a resume', please insure that it provides answers to questions asked on the application.**

Please read the following and initial only the tasks you are able to complete

IF HIRED, I AM ABLE TO...

1. **Lift 50 lbs.** _____
2. **Be a team Player** _____
3. **Acknowledge that there is a risk of injury** _____
4. **Provide my own reliable source of transportation** _____
5. **Follow the business dress code** _____
6. **Refrain from gossip** _____
7. **Handle strong odors that are associated with pet care** _____
8. **Work well with others and follow directions** _____
9. **Work during bad weather (hot, cold, rain, snow...etc)** _____
10. **Promise to do a good job and always look out for the best interest of the pet
And Tails R Waggin** _____
11. **If asked submit to drug testing as a prerequisite of obtaining employment and during
employment with Tails R Waggin** _____

I certify that the facts set forth in this application for employment are true and complete to the best of my knowledge. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. This company is hereby authorized to make any investigations of my prior education and employment history. I understand that employment at this company is “at will”, which means that either I or this company can terminate the employment relationship at any time, with or without prior notice, and for any reason not prohibited by statute. All employment will continue on that basis. I understand that no supervisor, manager, or executive of this company, other than the president has authority to alter the foregoing.

Signature _____ **Date** _____