

The Four Paws Hotel & Day Resort Employment Application

Name: _____ Date: _____
Address: _____
Phone: _____ Email: _____
Age (ONLY if < 18): _____

Pet Care Qualifications

1. Why do you want to work for The Four Paws Hotel? _____

2. What position(s) are you applying for? _____
Please read the job descriptions found on the last page of this application and refer to the shift times on page 2 to ensure you are capable to performing all duties and available to work full shifts for the position(s) you are selecting.
3. Describe, in your own words, the responsibilities of the position(s) you have selected: _____

4. Are you able to handle a physically demanding job that requires a positive attitude, standing on your feet all day, handling large groups of dogs, being drooled on (maybe even peed on), managing your time wisely, taking initiative, and multitasking? ___ Yes ___ No
5. Is there anything in the above list that you might struggle with? If so, what? _____

6. All of our business decisions are made with our core values in mind. Please read our Core Values (found on our website) and give an example of how an employee could help with a few of them.
 1. _____

 2. _____

 3. _____

7. What, if any, experience do you have working with animals? _____

8. Please list pets that you own: _____

1. Are all pets spayed and neutered? Yes No If no, why? _____
2. Do your pets live: Indoors Outdoors

Availability

1. Have you toured The Four Paws Hotel before? Yes No
2. If you are applying for the **Animal Attendant** position, mark each shift you can work in its entirety.

Monday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm
Tuesday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm
Wednesday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm
Thursday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm
Friday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm
Saturday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm
Sunday:	<input type="checkbox"/> 6:15am-1:30pm	<input type="checkbox"/> 1:00pm-7:30pm

3. If you are applying for the **Canine Concierge** position, mark each shift you can work in its entirety.

Monday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm
Tuesday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm
Wednesday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm
Thursday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm
Friday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm
Saturday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm
Sunday:	<input type="checkbox"/> 6:15am-11:00am	<input type="checkbox"/> 3:00pm-7:00pm

4. How many shifts/week would you prefer to work? _____
When can you start? _____
5. List any dates you already know of that you'll need off in the next 3-months:

6. In the kennel industry, we are busiest when everyone else enjoys time off (holidays, school breaks, summer, etc.) To ensure the animals are always properly cared for we need staff that are available to help us during these busy times. Indicate any dates you would need off during the peak times listed below:

New Years Week: _____	Memorial Weekend: _____
GBHS Spring Break _____	Labor Day Weekend: _____
Easter Weekend: _____	Thanksgiving Week: _____
Month of July: _____	Christmas Week: _____

7. You are applying for an entry level position that starts at minimum wage (9.25/hour). Raises are available once training is complete and depending on time availability status. Additional raises are available as you gain experience and take on new responsibilities. Are you able to commit to working at The Four Paws Hotel at this pay rate or would you continue to look for another job? _____

8. Select any reason below that would cause you to leave The Four Paws Hotel.
 You heard from another company which you have applied for.
 It was more physically demanding than you anticipated.
 Your school schedule became too demanding.
 You have to consistently work weekends.
 You had to help on major holidays.
9. If hired, how long do you plan to work at The Four Paws Hotel? (For example: after graduation, after summer, etc.) _____

Work Performance and Career Interests

1. How would your former employers describe your work performance and attitude? _____

2. How often would you say you were tardy or called in sick for your last jobs? _____

3. Have you ever left a job without providing 2-weeks notice? Yes No
If yes, please explain: _____
4. What has been your favorite job and why? _____

5. What has been your least favorite job and why? _____

6. Would you consider yourself someone who can have a conversation with a person you just met or do you find those interactions challenging? _____

7. Would you jump at the opportunity to a leadership position or is that not something you would be interested in (we are looking for both)? _____

8. Are you interested in pursuing a career in the animal care, training, or veterinary industries? _____
 a. If yes, what are your career goals? _____

 b. If no, why does employment at The Four Paws Hotel appeal to you?

Education

1. Do you hold a high school diploma? ___ Yes ___ No
 2. Are you currently a student? ___ Yes ___ No
 a. If yes, where are you currently a student? _____
 b. If no, have you attended any school past high school? ___ Yes ___ No
 c. For how long? _____ Where? _____

References

List at least two personal references. At least one needs to be from a past work Experience. The other can be non-work related but cannot be a relative. **We require a letter of recommendation from a previous employer or teacher to be submitted with your application.**

1. Name: _____ Company & Position: _____
 Phone: _____ Email: _____
 2. Name: _____ Company & Position: _____
 Phone: _____ Email: _____

Employment History

We ask for ALL jobs within the last 10 years regardless of length of time employed.

1. Company: _____ How long were you employed? _____
 Complete Address: _____
 Phone Number: _____ Supervisor: _____
 Reason(s) for leaving (be specific): _____

 What did you do for the company? _____
 Do you currently still work here? ___ Yes ___ No If "yes", may we contact your Employer? ___ Yes ___ No
 Were you able to provide a two week notice upon leaving? ___ Yes ___ No
 2. Company: _____ How long were you employed? _____
 Complete Address: _____
 Phone Number: _____ Supervisor: _____
 Reason(s) for leaving (be specific): _____

 What did you do for the company? _____

Do you currently still work here? ___ Yes ___ No If "yes", may we contact your Employer? ___ Yes ___ No
Were you able to provide a two week notice upon leaving? ___ Yes ___ No

3. Company: _____ How long were you employed? _____
Complete Address: _____
Phone Number: _____ Supervisor: _____
Reason(s) for leaving (be specific): _____

What did you do for the company? _____
Do you currently still work here? ___ Yes ___ No If "yes", may we contact your Employer? ___ Yes ___ No
Were you able to provide a two week notice upon leaving? ___ Yes ___ No

4. Company: _____ How long were you employed? _____
Complete Address: _____
Phone Number: _____ Supervisor: _____
Reason(s) for leaving (be specific): _____

What did you do for the company? _____
Do you currently still work here? ___ Yes ___ No If "yes", may we contact your Employer? ___ Yes ___ No
Were you able to provide a two week notice upon leaving? ___ Yes ___ No

Transportation, Legal History, Drug & Tobacco Policy

1. Do you have a driver's license? ___ Yes ___ No
2. What is your means of transportation to work? _____
a. Are there any issues with your transportation that could delay or prevent your arrival to work? _____
b. Would you be available to help occasionally transport and animal to a veterinarian's office? _____
3. Have you ever been convicted of a crime? ___ Yes ___ No
If yes, attach a document answering: number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed and sentence(s) imposed.
4. Would you submit to a drug test prior to hiring? ___ Yes ___ No
5. If you are a smoker, can you work 8 straight hours without smoking? ___ Yes ___ No
Four Paws employees are prohibited from smoking during a scheduled shift or on Four Paws property.

Agreement

I sign stating that the information provided in this application is accurate. I understand that any false information found in this document would be grounds for immediate termination if already hired. I have read all job descriptions and I am signing that I am capable of handling all tasks described herein.

Signature: _____

Date: _____

Printed Name: _____