

We are looking for the following in our employees:

- o Genuinely love and have experience caring for dogs, cats and other pets
- o Ability to handle dogs in a positive way
- o Be honest, responsible and reliable
- o Be professional in handling both clients and animals
- o Be available to work long hours, weekends, and holidays
- o Be detail oriented and mentally alert
- o Have a clean and respectable appearance
- o Be able to walk briskly for an hour
- o Enjoy working outside in all types of weather
- o Have an excellent driving record and a valid driver's license

Things you should know about the job:

- o Employees must be available to work at least 18 hours per week
- o We are picky about cleanliness! Expect to spend a lot of time cleaning
- o You will be exposed to a variety of housepets. Severe allergies are a concern
- o This is a physically and mentally energetic place. We'll keep you on your toes!
- o QP is a smoke-free workplace & safety is our highest priority

Quick Paws' Use Only

Your name:

Contact phone:

Email address:

Today's Date:

Wage desired:

**Availability**

Date you're available to start:

Number hours desired:

Are you looking for seasonal or year-round work?

Can you work holidays including Thanksgiving & Christmas?

List your school/other job commitments:

Quick Paws is open M-S 7am-7pm & Su 8am-6pm

What of these hours are you available?

Please list any upcoming vacations/travel commitments or additional notes:

**Education**

High School - Location & Dates attended:

Did you graduate?

College - Location & Dates attended:

Did you graduate?

Special skills/training:

**Previous Experience**

What qualities (besides a love of dogs/animals) do you have that would make you especially suited to working for Quick Paws?

Have you ever cared for an animal that was not your own?

Have you ever dealt with a dog with a medical emergency or injury? Please describe...

How would a previous boss/mentor/professor describe you?

Have you ever been disciplined for your behavior at work? Please explain.

How would working for Quick Paws fit into your short-term (6 mos - 1 yr) & long-term (1 - 5 years) goals?

What else should we know about you?

If you were a dog what breed would you be? Why?

**Miscellaneous Info**

Do you have any credit, criminal, or driving offenses?

Do you have a valid driver's license?

Are you at least 16 years old?

Are you authorized to work in the United States?

**Employment History** (you may substitute a resume for this section)

\*\*Please list in chronological order starting with *most recent job*

**#1** Employer:

Position & wage:

Dates employed:

Reason for leaving:

Contact name & number:

May we contact them? If not, why?

**#2** Employer:

Position & wage:

Dates employed:

Reason for leaving:

Contact name & number:

May we contact them? If not, why?

**#3** Employer:

Position & wage:

Dates employed:

Reason for leaving:

Contact name & number:

May we contact them? If not, why?

**Professional References**

**#1** Reference:

Phone number:

Relationship:

**#2** Reference:

Phone number:

Relationship:

**Do you know someone who is a Quick Paws client?**