



Superior Animal Hospital

and Boarding Suites, LTD.



Application for Employment

Thank you for applying at Superior Animal Hospital & Boarding Suites, where excellent client service and pet care are critical to our success! Our mission is to provide clients and their pets with the opportunity to receive high quality, progressive and compassionate services. We deliver excellent care and client education through all stages of pets' lives while recognizing the importance of the family-pet bond.

If hired as a team member, you will have three months to show us your skills. You will need to meet or exceed all service standards listed below before we would consider you for permanent employment:

- Always show **enthusiasm** - we love everything we do for our clients and their pets!
- Be a **remarkable** team player - go above and beyond to help others.
- Act with **efficiency and competency** - the pet's health is number one!
- Make the **client connection** - immediate welcome, eye contact, smile, or shake a hand.
- **Anticipate** client, patient and team member needs - act before asked!
- **Professionalism** - seeks out training to continually improve and increase skill sets.

When we demonstrate these service standards, we know that we've done our best to create a relationship with our client that will last the life of their pet and beyond. We know they will come back again!

Relevant Information

Date: _____

Last Name: _____ First Name: _____ MI: _____

Address _____

Social Security Number (voluntary) _____ - _____ - _____

Position applying for:

- Associate Veterinarian
- Certified Technician
- Veterinary Assistant
- Receptionist
- Pet Services Assistant (Boarding Facility)
- Kennel Assistant
- Management Team
- Internship _____

Home phone number _____ - _____ - _____ cell number _____ - _____ - _____

Email: _____

1. Are you over the age of 18? Yes No
2. Have you ever applied with us before? Yes No When? _____
3. Are you currently employed? Yes No Where? _____
4. May we contact your present employer? Yes No
5. Have you ever been discharged by an employer? Yes No. If yes, please explain:

6. Are you able to furnish proof you are eligible to work in the US? Yes No

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 36 East Second Street
 Superior, WI 54880
 (715)392-6211

7. All team members must be able to safely lift a 40# dog onto an exam table, safely lift and carry 40# bags of food, work around animal hair, work with cats and cat litter, work standing or walking for several hours, work under fluorescent lights and work at a computer.

Can you perform these functions of the job ___with or ___without accommodations?

If with, what accommodations are needed? _____

9. Do you consent to a pre-hire background/credit check and a drug & alcohol screening?

___Yes ___No

10. Do you consent to a Workplace Personality Profile? ___Yes ___No

11. Have you been convicted of a crime? (Not necessarily a disqualification) ___Yes ___No

If yes, please explain: _____

12. Are you available to work: ___ Full Time ___Part Time (number of hours/week _____)

___Mornings ___Days ___Evenings ___Weekends ___Holidays

What date could you start? ___/___/___

13. Please list any memberships in professional organizations or other activities with which you have been involved relating to veterinary medicine. Also, please list any awards, leadership positions, special training or skills that would be beneficial to your work in the veterinary field:

Employment Experience:

1. Employer: _____ Dates: _____

Work Performed: _____

Address: _____

Telephone Number(s): _____

Job Title: _____ Supervisor: _____

Reason for Leaving: _____

Start Wage: _____ End Wage: _____

2. Employer: _____ Dates: _____

Work Performed: _____

Address: _____

Telephone Number(s): _____

Job Title: _____ Supervisor: _____

Reason for Leaving: _____

Start Wage: _____ End Wage: _____

3. Employer: _____ Dates: _____

Work Performed: _____

Address: _____

Telephone Number(s): _____

Job Title: _____ Supervisor: _____

Reason for Leaving: _____

Start Wage: _____ End Wage: _____

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Professional References...

1. Name/Title _____ Telephone _____
 Organization _____ Association with you: _____
 2. Name/Title _____ Telephone _____
 Organization _____ Association with you: _____
 3. Name/Title _____ Telephone _____
 Organization _____ Association with you: _____

Education:

	<u>Name</u>	<u>Course of Study</u>	<u>No. Years Completed</u>	<u>Diploma /Degree</u>
High School				
Undergrad College				
Graduate College				
Technical				

Have you completed any other courses or training programs that would impact your work at Superior Animal Hospital? ____ Yes ____ No. If so, what courses? _____

Applicant’s Statement:

I have read this application and understand the service standards expected at Superior Animal Hospital & Boarding Suites. I understand that this application does not create a contract of employment. I certify that answers given herein are true and complete. This application for employment shall be considered active for a period of time not to exceed 90 days. Any applicant wishing to be considered for employment beyond this time period should inquire as to whether or not applications are being accepted at that time.

I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an “at will” nature, which means that an employee may resign at any time and Superior Animal Hospital may discharge an employee at any time with or without cause. It is further understood that the “at will” employment relationship may not be changed by any written document or by conduct unless such change is acknowledged in writing by the owner or administrator of Superior Animal Hospital.

In the event of employment, I understand that false or misleading information given in my application or interview(s) will result in disqualification or discharge. I understand, also, that I am required to abide by all rules and regulations of the employer:

 Signature of Applicant

 Date