



# EMPLOYMENT APPLICATION

## GENERAL INFORMATION

Name: \_\_\_\_\_ Address: \_\_\_\_\_ City/St: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

U.S. Citizen: Y / N Date of Birth (If under 18): \_\_\_\_\_ Social Security #: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Address: \_\_\_\_\_ City/St \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Relationship: \_\_\_\_\_

Job applying for (circle one): Pet Tech Front Desk Manager Other: \_\_\_\_\_

Date you available to begin work: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Preferred # hours /week: \_\_\_\_\_ Max. # Hours / week \_\_\_\_\_

What specific hours are you available to work on each of the following days? (We're open 7AM - 7PM every day):

Mon: \_\_\_\_\_ - \_\_\_\_\_ Tue: \_\_\_\_\_ - \_\_\_\_\_ Wed: \_\_\_\_\_ - \_\_\_\_\_ Thu: \_\_\_\_\_ - \_\_\_\_\_

Fri : \_\_\_\_\_ - \_\_\_\_\_ Sat: \_\_\_\_\_ - \_\_\_\_\_ Sun : \_\_\_\_\_ - \_\_\_\_\_ Notes: \_\_\_\_\_

We work every holiday. List any you are not willing to work: \_\_\_\_\_

## EDUCATION

	<u>Name &amp; Location of School</u>	<u>From</u>	<u>To</u>	<u>Years</u>	<u>Degree</u>	<u>GPA</u>
High	_____	____ / ____	____ / ____	1 2 3 4	_____	_____
College	_____	____ / ____	____ / ____	1 2 3 4	_____	_____
Other	_____	____ / ____	____ / ____	1 2 3 4	_____	_____

Awards/Activities: \_\_\_\_\_

Have you ever served in the U.S. Armed Services? Y / N Dates: \_\_\_\_\_ Branch: \_\_\_\_\_

Have you ever been convicted of a felony? Y / N Charge: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Can you lift and carry a 50-pound bag of cat litter multiple times in a day? Y / N

Can you stand or walk for an 12-hour workday with standard work breaks? Y / N

List below all prior pet care experience including jobs, volunteer work, coursework, personal experience, etc.:

\_\_\_\_\_

**WORK EXPERIENCE (Please circle name and # of supervisor we may contact)**

<u>Company/Address</u>	<u>Position/Work</u>	<u>From</u>	<u>To</u>	<u>Wage</u>	<u>Supervisor/phone</u>	<u>Reason to Leave</u>
1. _____ _____	_____	/	/	_____	_____	_____
					( ) _____	
2. _____ _____	_____	/	/	_____	_____	_____
					( ) _____	
3. _____ _____	_____	/	/	_____	_____	_____
					( ) _____	
4. _____ _____	_____	/	/	_____	_____	_____
					( ) _____	

**PERSONAL REFERENCES**

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Occupation</u>	<u>Yrs Known</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

We welcome applicants from any race, color, sex, age, religion, creed, national origin or disability.

THE FAIR CREDIT REPORTING ACT also know as Public Law 95-508 , requires us to advise you that a routine inquiry may be made into your background which will provide applicable information concerning character, general reputation, personal characteristics and mode of living. Further information on the nature and scope of such a report, if one is made, will be provided on written request.

**APPLICATION STATEMENT**

I certify that all of my answers and statements are complete and true. I hereby authorize my former employers and educational institutions to furnish their records of my service or academic achievement, my reason for leaving, together with all information they may have concerning me, whether on record or not. I also release any individual, partnership or corporation which formerly employed me, its officers, agents and employees from any liability for any damage whatsoever for issuing such information. I realize that falsification or omission of any information, receipt of a poor reference, or a conviction record may be cause for rejection or dismissal.

I understand and acknowledge that ITP Boarding, LLC, requires all employees to fully represent the Company’s interests with no personal interest outside the Company which conflicts with the interests of the Company. If I am involved in or become aware of any conflict of interest situation (now or in the future) I will contact my manager immediately.

I also understand and acknowledge that neither this application nor any other statement representation or action, except a written contract signed by me and the Vice President of the Company, constitutes any express or implied contractual commitment or promise to extend an offer of employment or continuation of employment. Also, I understand and acknowledge that, if I am hired, absent such a written contract, my employment is terminable at will, so that both the Company and I remain free to choose to end the work relationship at any time for any reason other than those specifically prohibited by law. I further understand and acknowledge that, as a condition of employment, I will be required to sign an agreement acknowledging that my employment is terminable at will. (A copy of the At-Will Employment Agreement is available from your manager.)

Signature of Applicant: \_\_\_\_\_

Date:     /     /     \_\_\_\_\_