



8 New County Road
Saco, Maine 04072
(207) 283-6642
www.paw-zn-around.com

EMPLOYMENT INFORMATION & APPLICATION

EMPLOYMENT INFORMATION

We are looking for mature, responsible individuals who want to work with dogs. This job can be fulfilling for the right person. We expect all employees to have open communication and to respect each other. This is a demanding position.

Dependability is a must. If an employee does not show up, there will not be enough staff to provide a safe environment for the dogs. Dogs are not like equipment that you can shut down and leave unattended.

Flexibility is also required. Days and hours may change slightly due to changes in the volume of dogs on certain days. If you have concerns about flexibility, please express them right away. You **MUST** be able to work holidays.

We hire by capability. If you do not have a love toward dogs, this is not the job for you. It is physically demanding and mentally challenging. If you do not truly love dogs, it will become quickly evident. We are seeking people who are mature enough to understand and accept the responsibility of taking care of other people's "children". This job can be a lot of fun and be very rewarding, but it is not sitting around playing with puppies all day. The dogs need to be cleaned up after, which involves handling a lot of dog waste. They have to be fed the right food and given correct medications. You will need to be organized and be able to remember all of the dog's names and behavioral issues.

Weather is also a factor. You must be able to tolerate the cold days of winter or the hot days of summer, as much of the dogs' time is spent outdoors. You must dress properly for the weather.

Behavior must be closely monitored at all times to ensure a safe environment for everyone. You can not be afraid of bad dog behavior. While working here you may be exposed to: excrement, loud noises, chemicals, parasites, and the ever present risk of being scratched, bitten or bruised. These are potential hazards you accept by working here. You should also know that no work is "below" anyone. Everyone will be asked at some time to perform dirty and menial tasks. We will try our best to make use of your skills, but don't expect to exempt from the more mundane and unpleasant chores. Cleaning is a major part of every position at the day-care. If you get ill at the idea of cleaning up diarrhea or vomit, this is not the place for you.

You will be on your feet for the majority of your shift. You must be physically able to pick up a 40 lb. dog if needed. You can not be allergic to dogs or sensitive to bleach or other cleaning agents.

If you love dogs, and feel you can perform the duties outlined above, please complete our employment application.



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EMPLOYMENT APPLICATION

APPLICANT INFORMATION

Date: _____ Position applied for: _____

Full Name: _____ Soc. Security No. _____

Address: _____ Apt./Unit # _____
Street

City _____ State _____ Zip _____

Home Phone: _____ Cell Phone: _____ Email: _____

Date available: _____ Desired pay: _____

Are you a citizen of the US? Yes No If "No", are you authorized to work in the US? Yes No

Have you ever been convicted of a felony? Yes No If "Yes", explain: _____

EDUCATION

High School: _____ Did you graduate? Yes No

Subjects studied / Degree received: _____

College: _____ Did you graduate? Yes No

Subjects studied / Degree received: _____

Dog Training / Grooming School: _____ Did you graduate? Yes No

Subjects studied / Degree received: _____

Other: _____ Did you graduate? Yes No

Subjects studied / Degree received: _____

REFERENCES

Please list three professional references:

1. Full Name: _____ Position: _____

Company: _____

Address: _____ Phone: _____

2. Full Name: _____ Position: _____

Company: _____

Address: _____ Phone: _____

3. Full Name: _____ Position: _____

Company: _____

Address: _____ Phone: _____

PREVIOUS EMPLOYMENT

1. Company: _____ Phone: (_____) _____
Address: _____ Supervisor: _____
Position: _____ Responsibilities: _____

Employed from: _____ to: _____ Reason for leaving: _____
May we contact your previous supervisor for a reference: Yes No
2. Company: _____ Phone: (_____) _____
Address: _____ Supervisor: _____
Position: _____ Responsibilities: _____

Employed from: _____ to: _____ Reason for leaving: _____
May we contact your previous supervisor for a reference: Yes No
3. Company: _____ Phone: (_____) _____
Address: _____ Supervisor: _____
Position: _____ Responsibilities: _____

Employed from: _____ to: _____ Reason for leaving: _____
May we contact your previous supervisor for a reference: Yes No

EXPERIENCE

Do you have experience with dogs in a large group? Yes No If "Yes", explain:

Do you have dog training experience Yes No

Please explain what experience you have with dogs: _____

If you are hired by Paw-zn-Around, you will be required to attest to your identity and employment eligibility, and to present documents confirming your identity and employment eligibility. You can not be hired if you can not comply with these requirements.

AUTHORIZATION: I certify that the facts contained in this application (and accompanying resume, if any) are true and complete to the best of my knowledge. I understand that any false statement, omission, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by the company.

I understand that any employment is conditioned on a background check. I authorize the Company to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character, and general reputation to Paw-zn-Around, without giving me prior notice of such disclosure. In addition, I release Paw-zn-Around, any former employers and all references from any and all claims, demands or liabilities arising out of or related to such investigation or disclosure.

I understand and agree that nothing contained in this application, or conveyed during the interview, is intended to create an employment contract. I further understand and agree that, if I am hired, my employment will be "at will" and without fixed term, and may be terminated at any time, with or without cause and without prior notice at the option of either myself or Paw-zn-Around. No promises regarding employment have been made to me, and I understand that no such promise or guarantee is binding upon Paw-zn-Around unless made in writing.

If I am offered employment I agree to submit to a medical examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by Paw-zn-Around and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to Paw-zn-Around the results of the examinations and tests which results shall remain confidential and segregated from my personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical examinations and drug tests, and if I am hired a condition of my employment will be that I abide by Paw-zn-Around's drug and Alcohol Policy.

I understand that filling out this form does not indicate that there is a position open and does not obligate Paw-zn-Around to hire. If hired, I agree to abide by all Paw-zn-Around work rules, policies and procedures. Paw-zn-Around retains the right to revise its policies or procedures, in whole or in part at any time

Date

Signature