

Employment Application

Thank you for your interest in joining the Big Creek Pet Hospital team. While we have a fantastic facility and a great locations, **it is our team that makes us special** to thousands of clients and their pets.

For specific requirements for each position, our selection process, and more information about us; please ask to see "Joining the Big Creek Pet Hospital Team". Information is also available on our website bigcreekpet.com/about-us/help-wanted/. You can also check us out at facebook.com/bigcreekpethospital/, youtube.com/bigcreekpethospital/, and even, pinterest.com/bigcreekpethosp/

Date of Application:

If a question on this side does not apply to you, write N/A (not applicable) in the appropriate space. Qualified applicants are considered for all positions without regard to race, color, religion, sex, national origin, age, marital or veteran status

Section 1: Personal Information

Name:					<u> </u>
Address:		City	State	Zip Code	
Email address:					
Home Phone: ())	_ 0	Cell Phone No. (()	
How long have you liv	ed at this address? _				
Did anyone refer you?	? (If so, who):				
	Registered Veterinar Veterinary Assistant/ Client Relations Spe Animal Caretaker/Ke Groomer	/Patient Advocate cialist/Receptionis		requires current Oh	io license)
Have you applied here	e previously? Yes	No If Ye	es, were you inte	erviewed? Yes	_ No
Have you been convid	cted of a felony in the	last seven (7) yea	ars Yes	_ No	
If yes, what were you	convicted of?				
Would you like to be c	considered for (check	one):			
Part-time (PT) <=24 h	rs Full-time (F	Γ) > 24 hrs Ε	Either PT or FT		
If offered a position he	ere, when would you	be able to start? _			

Typically our Front Desk & Medical teams work Monday - Friday 7am - 8pm; Saturday 7a	am – 4 pr	n
Kennel staff needs to be available seven days a week both mornings and evenings		
Are you available to work at our Middleburg Hts. Office, 16949 Bagley Rd. (I-71& Bagley)	Yes	No
Are you available to work at our Olmsted Twp Office, 27093 Bagley Rd. (Stearns-Bagley Plaza)	Yes	No

Availability

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From To	From To	From To	From To	From To	From To	From To

Tell us about your work experience over the past 5 years (attach resume, if available).

Company	Position	Dates Employed	Reason for leaving
		From To	

If you have experience working in a veterinary practice, please describe those duties.

Are you younger than 18 years old? Yes ____ No____ If yes, how old are you? _____

Education – Circle last year completed: 6 7 8 9 10 11 12 / 1 2 3 4 Graduate School

Please tell us where you went to school:

Degree	Name of School	Course of Study	Location	Graduate
High School				
Associates Degree				
Bachelors Degree				
Graduate				
Other				

Species (dog, cat, etc.) Name Approx. Age

Please tell us about your current pets by describing them below (attach separate sheet if necessary)

Section 2: Testing

Please answer the following questions:

- 1. You are responsible for maintaining the spray cheese inventory. Each exam room should have 4 cans of cheese. Exam Room 5 does not require any cans of cheese. Currently, we have 6 cans total in the building. If there are 5 total exam rooms (including Exam Room 5), how many cans of cheese do you need to order?
- 2. Employees are awarded 15 days of vacation on January 1 of each year. Bill went on vacation for 3 days in February and he took four days off to go on a trip during June. Today is October 31st. How many vacation days does Bill still have?
- 3. A client brings their pet to us for boarding on February 1st. Boarding costs \$25/night. When they come in to pick up their pet on February 5th they use 10 Big Creek Bucks (acts like a coupon) to help pay for the bill. How much is the balance of their bill?
- 4. Suzy, the cat, just received a preventive care exam, rabies vaccine, and an Intestinal parasite test. Please review the following invoice before discussing it with the client.

	Preventive Care Exam	\$ 59										
	Feline Rabies Vaccine	\$ 30										
	Feline Distemper Vaccine	\$ 35										
	Intestinal Parasite Test	<u>\$ 45</u>										
	Total	\$169										
I	Is the invoice correct? Yes	_No	lf	No,	wł	iy n	ot?	·				
For	the next two questions, ra	ite your	sk	ills	6 OI	n a	sc	ale	e of	f 1	to	10 (with 10 being highest)
5. I	Interpersonal communication s	kills	1	2	3	4	5	6	7	8	9	10
6. (Computer skills		1	2	3	4	5	6	7	8	9	10

Circle the appropriate word to fill in the blank and complete the sentence.

- 7. How many vacation days do I _____ left this year? a. have b. got
- 8. In what department was ______ first job with the company? a. you're b. your
- 9. _____ hospital is the best in Cleveland. a. Our b. Are
- 10. Susan called in sick. She is not feeling ______ today. a. good b. well
- 11. Get the treatment tray from over _____. a. their b. they're c. there
- 12. Is the firm's disaster plan sufficient ______ ensure that we are prepared for a tornado? a. too b. to

Circle all the appropriate answers for the next two questions.

- 13. We care for pocket pets, which we define as small, furry, four-legged pets. Using this definition which of the following are pocket pets? a. Rabbit b. Cockatoo c. Rat d. Gecko e. Chinchilla f. Ferret g. Turtle
- 14. Which of the following are dog breeds? a. Maine Coon b. Basenji c. Bichon d. Great Dane e. Ragdoll

For the following, please circle the response that best describes you.

- 15. What pace do you typically enjoy working?
 - a. A moderate, controllable, & predictable environment
 - b. A faster-paced atmosphere with deadline pressure and time constraints
 - c. A hyper speed, chaotic, management-by-crisis culture like that on the stock exchange trading floor
 - d. Slow and steady wins the race

16. Do you make negative comments about your past employer(s) on Facebook?	True	False
17. It's hard to keep motivated when the boss is not around the office.	True	False
18. At least once I have used an illegal drug at work or shortly before coming to work.	True	False
19. I get along well with my co-workers.	True	False
20. I'm not afraid around dogs or cats.	True	False
21. I enjoy working with teammates to accomplish projects.	True	False
22. I enjoy working with customers.	True	False

The following lets us know if we would be a good match for you.

23. What are three most important things you want in an employer:

a
b
C
24. If interviewed, what three questions do you want us to answer about the job and Big Creek Pet Hospital?
a

b. ______ c. _____

By signing this application you attest that the information in <u>Section 1: Personal Information</u> is true.