



Dogwood Veterinary Hospital & Pet Resort

"The ones you love deserve the best"

Application for Employment

Thank you for your interest in joining our team! Dogwood Veterinary Hospital & Pet Resort is an equal opportunity employer, all qualified candidates will be considered for open positions. Eligible applicants will be contacted by our hiring manager in a timely manner either by email or phone.

General Information

Applicant's name: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ (H) (W) (C)

Alternate Phone: _____ (H) (W) (C)

Email address: _____

Which position are you applying for? _____

How/where did you learn about this position? _____

Are you currently employed? _____ Date available to report to work: _____

I am interested in a: Part time position Full time position Seasonal position

I am available to work _____ hours per week and on the following schedule;

Please indicate your availability to work (Monday through Friday, 6am to 8pm)

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday

Are you available to work nights, weekends and holidays in a rotation? Yes No

The following questions are required by the DEA:

Within the past five years, have you been convicted of a felony, or within the past two years, of any misdemeanor or are you presently formally charged with committing a criminal offense? (Do not include any traffic violations, juvenile offenses or military convictions, except by general court-martial.) If the answer is yes, furnish details of conviction,

offense, location, date and sentence. Yes No

In the past three years, have you ever knowingly used any narcotics, amphetamines or barbiturates, other than those prescribed to you by a physician? If the answer is yes, furnish details. Yes No



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Education and training history

List all schools and training facilities attended

1. Name and location of school: _____

Course of study: _____

Degree or certificate received: _____ Graduated Yes No

2. Name and location of school: _____

Course of study: _____

Degree or certificate received: _____ Graduated Yes No

3. Name and location of school: _____

Course of study: _____

Degree or certificate received: _____ Graduated Yes No

I have a high school diploma or equivalent (GED certificate) Yes No

Other licensure, registration and/or certificates

List any relevant professional licenses, registration or certificates

Description	State	Number	Expiration

Specialized skills and experience

Please list any specialized skills or experiences you have acquired which may be relevant to the position that you are applying for (such as typing speed, foreign languages, and volunteer experience).



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Employment history *(please list most recent job first)*

1. Employer: _____ Name of direct supervisor: _____

Employer address: _____

Employer phone: _____ Employer email: _____

Your job title: _____ Hours worked per week: _____

Duration of employment: From _____ to _____ Total: _____

Duties and responsibilities: _____

Reason for leaving: _____

2. Employer: _____ Name of direct supervisor: _____

Employer address: _____

Employer phone: _____ Employer email: _____

Your job title: _____ Hours worked per week: _____

Duration of employment: From _____ to _____ Total: _____

Duties and responsibilities: _____

Reason for leaving: _____

3. Employer: _____ Name of direct supervisor: _____

Employer address: _____

Employer phone: _____ Employer email: _____

Your job title: _____ Hours worked per week: _____

Duration of employment: From _____ to _____ Total: _____

Duties and responsibilities: _____

Reason for leaving: _____



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4. Employer: _____ Name of direct supervisor: _____

Employer address: _____

Employer phone: _____ Employer email: _____

Your job title: _____ Hours worked per week: _____

Duration of employment: From _____ to _____ Total: _____

Duties and responsibilities: _____

Reason for leaving: _____

Certification and signature

- I understand that any verbal or written statement that is false, fraudulent or misleading that is contained in this application or attached materials, or made in the course of any related employment process, whether made by me or by others at my request, will result in rejection of my application, denial of employment, or dismissal from service if discovered after employment, and under some circumstances, may result in prosecution of a crime.*
- I certify that all statement contained herein are true and complete.*
- I understand that if hired, I must prove that I am legally authorized to work in the US.*
- I authorize Dogwood Veterinary Hospital & Pet Resort to check employment references and verify education information provided on this employment application and as disclosed in the interview process.*
- I authorize DVHPR to run a credit history check and criminal history background check as a condition of employment.*
- I release DVHPR and all providers of information from any liability as a result of furnishing and receiving any information related to the hiring process.*

Printed name of applicant: _____

Signature: _____

Date: _____

Thank you!