



Application for Employment

Applicants may be tested for illegal drugs.

Please complete the following form and return it to Suite Paws:

Mail to: 4350 Garrett Road, Durham, NC 27707

Email to: durhaminfo@suitepaws.com

Fax: 919-267-2862

Date: ____ / ____ / ____

NAME AND CONTACT INFORMATION

First: _____ Middle: _____ Last: _____

Address: _____

City: _____ State: _____ Zip: _____

How long have you lived at your current address? _____

Telephone: _____ Email: _____

Social Security #: _____ Are you over 18 years of age? Yes No

Are you a US Citizen? Yes No If no, do you have a valid US work visa? Yes No

Are you a full-time student? Yes No If so, at what institution? _____

POSITION AND AVAILABILITY

Applying for

- Front Desk & Retail
- Kennel Assistant
- Daycare Attendant
- Groomer
- Driver

Days/hours available to work

(check box next to available day and write in available hours)

- MON _____
- TUES _____
- WED _____
- THU _____
- FRI _____
- SAT _____
- SUN _____

Available Start Date

____ / ____ / ____

Hours available per week: _____

Hours of day available: _____

Employment desired

- Full-time only
- Part-time only
- Full- or part-time

Comments

EDUCATION & TRAINING HISTORY

High School: _____ Year Graduated: _____

College and Degree: _____ Year Graduated: _____

Business or Trade School: _____ Year Graduated: _____

Professional School: _____ Year Graduated: _____

Have you ever been convicted of a crime? Yes No

If yes, explain number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, sentence(s) imposed, and type(s) of rehabilitation.

DRIVING RECORD

Do you have a driver's license? Yes No

What is your means of transportation to work? _____

Driver's license number: _____ State of issue: _____ Expiration date: _____

Only applicants applying for the Driver position are required to answer the next two questions.

Have you had any accidents during the past three years? Yes No If yes, how many? _____

Have you had any moving violations during the past three years? Yes No If yes, how many? _____

COMMENTS

Use this space to add any additional information necessary to describe your qualifications for the position for which you are applying. Please list any specific skills you would like to mention, such as experience with animals, computer skills, etc...

REFERENCES

Please list two references **other than** relatives:

Name: _____ Company: _____

Address: _____

Contact Telephone: _____ Contact Email: _____

Name: _____ Company: _____

Address: _____

Contact Telephone: _____ Contact Email: _____

MILITARY

Have you ever been in the armed forces? Yes No

Are you currently a member of the National Guard? Yes No

Specialty: _____ Date Entered: _____ Date Discharged: _____

WORK EXPERIENCE

Please list your work experience for the **past five years** beginning with your most recent job held. If you were self-employed, give firm name. **Attach additional sheets if necessary.**

Present or most recent employer: _____ Job title/position: _____

Address: _____

Employment dates From: _____ To: _____

Supervisor name: _____ Telephone: _____ Email: _____

Reason for leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

May we contact your present employer? Yes No

Employer: _____ Job title/position: _____

Address: _____

Employment dates From: _____ To: _____

Supervisor name: _____ Telephone: _____ Email _____

Reason for leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Employer: _____ Job title/position: _____

Address: _____

Employment dates From: _____ To: _____

Supervisor name: _____ Telephone: _____ Email _____

Reason for leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Employer: _____ Job title/position: _____

Address: _____

Employment dates From: _____ To: _____

Supervisor name: _____ Telephone: _____ Email _____

Reason for leaving (be specific): _____

List the jobs you held, duties performed, skills used or learned, advancements or promotions while you worked at this company.

Did you complete this application yourself? Yes No If not, who did? _____

How did you hear about Suite Paws Pet Resort and Spa? _____