



## EMPLOYMENT APPLICATION

801 Norfolk Ave SW  
Roanoke, VA 24016  
(540) 206-3299

DATE OF APPLICATION \_\_\_\_\_

City Dogs Boarding & Playcare is an equal opportunity employer. This application will not be used for limiting or excluding any applicant from consideration for employment on a basis prohibited by local, state or federal law. Should an applicant need reasonable accommodation in the application process, he or she should contact a City Dogs Boarding & Playcare representative.

Please fill out all of the sections below.

### APPLICANT INFORMATION

Name (first, middle initial required, last): \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail address: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_  
Birthdate: \_\_\_\_\_

### EMPLOYMENT POSITION

Position applying for: Kennel Attendant (part time)

How did you hear about this position? \_\_\_\_\_  
What days are you available for work? \_\_\_\_\_  
What hours or shift are you available for work? \_\_\_\_\_  
On what date can you start work if you are hired? \_\_\_\_\_  
Do you have reliable transportation to / from work? YES NO

### PERSONAL INFORMATION

Do you have any friends, relatives or acquaintances working for City Dogs Boarding & Playcare? YES NO  
If yes, state name and relationship \_\_\_\_\_  
Are you 18 years of age or older? YES NO  
Are you a U.S. citizen or approved to work in the U.S.? YES NO  
What document can you provide as proof of citizenship or legal status? \_\_\_\_\_  
Have you ever been convicted of a criminal offense (felony or misdemeanor)? YES NO

If yes, please state the nature of the crime(s), when and where you were convicted and the disposition of the case:

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### JOB SKILLS / QUALIFICATIONS

Please list below the skills and qualifications you possess for the position for which you are applying:

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NOTE City Dogs Boarding & Playcare complies with the ADA and considers reasonable accommodation measures that may be necessary for eligible applicants / employees to perform essential functions.

### EDUCATION AND TRAINING

Educational Level	School Name	Location (city, state)	Year Graduated	Degree Earned
High School				
College / University				
Vocational School / Specialized Training				

### PREVIOUS EMPLOYMENT

Employer Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_  
City, State and Zip Code: \_\_\_\_\_  
Employer Telephone: \_\_\_\_\_  
Dates Employed: \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_

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Employer Name: \_\_\_\_\_  
Job Title: \_\_\_\_\_  
Supervisor Name: \_\_\_\_\_  
Employer Address: \_\_\_\_\_

City, State and Zip  
Code:  
Employer Telephone:  
Dates Employed:  
Reason for Leaving

Employer Name:  
Job Title:  
Supervisor Name:  
Employer Address:

City, State and Zip  
Code:  
Employer Telephone:  
Dates Employed:  
Reason for Leaving:

#### REFERENCES

Please provide two personal or professional references below.

Reference Name	Personal / Professional?	Contact Information
1.		
2.		

#### AT WILL EMPLOYMENT

The relationship between you and City Dogs Boarding & Playcare is referred to as 'employment at will'. This means that your employment can be terminated at any time, for any reason, with or without cause, with or without notice, by you or City Dogs Boarding & Playcare. No representative of City Dogs Boarding & Playcare has authority to enter into any agreement contrary to the foregoing 'employment at will' relationship. You understand that your employment is 'at will' and you acknowledge that no oral or written statements or representations regarding your employment can alter your 'at will' employment status except for a written statement signed by you and the Company's owner.

APPLICANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_