



Dear Applicant,

We appreciate your interest in working with us and submitting your application for Employment at Valley Animal Hospital & Pet Resort. Please be advised that while we accept applications year around, we do not always have an opening for the positions(s) that you are applying for. **Unless you receive a phone call to schedule an interview, you may assume there are no openings at this time for the positions(s) applied for. Please do not call to check on the status of your application.**

Your application will be kept on file for 90 days at which time it will be shredded for privacy protection. If you wish to be considered for employment for future openings, you will need to reapply after 90 days.

With every good wish,

The Staff at Valley Animal Hospital & Pet Resort



VALLEY
ANIMAL
HOSPITAL
& Pet Resort

Employment Acknowledgement

In consideration for a position with Valley Animal Hospital & Pet Resort, I acknowledge that:

1. ____ I am able to lift up to 40 pounds by myself and assist others with pets and objects over 40 pounds. The positions at Valley Animal Hospital & Pet Resort are physical in nature and require an ability to lift and handle heavy objects without assistance.
2. ____ I am available to work any shifts as scheduled Monday – Sunday. Valley Animal Hospital & Pet Resort is a 365 day per year operation. All the staff members are expected to and will be scheduled to work weekends and holidays as needed to care for our guests', patients', clients' and doctors' needs.
3. ____ I have reliable transportation, and I understand completely that the patients, clients, doctors and coworkers rely on me to arrive on time and be ready for work as scheduled. If I am late, absent and/or absent without notification, I will be terminated form employment.

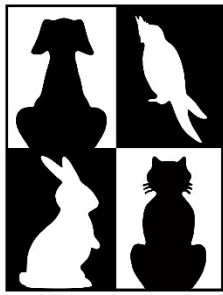
Applicant Signature

Date

Printed Name

Witness

Date



VALLEY ANIMAL HOSPITAL & Pet Resort

Application for Employment

An Equal Opportunity Employer

We do not discriminate on the basis of race, religion, national origin, color, sex, age, veteran status or disability. It is our intention that all qualified applicants be given equal opportunity and that selection decisions are based on job-related factors.

Personal

Date _____

Email _____ Social Security No. _____

Name _____
Last First Middle

Address _____ Phone _____
Street City State Zip

Position applied for _____ Rate of pay expected \$ _____ per hour

Work preference Full-Time Part-Time

Specify days and hours if part time _____

List any friends or relatives working here _____

If your application is considered favorably on what date will you be available for work? _____

Are there work experiences, skills or qualifications that you feel would especially fit you for work here?
Please add any additional comments you think are important for us to consider.

If you are applying for a job with minimum age requirements, you may be required to submit proof of age.

For jobs with minimum age requirements:

Are you 18 years of age or older? Yes No

For driving jobs only: Do you have a valid driver's license? Yes No

Driver's license no. _____ Class of license _____

Have you had your driver's license revoked or suspended in the last 3 years? Yes No

If hired, can you furnish proof you are eligible to work in the United States? Yes No

Have you ever been convicted of a felony? Yes No

A "yes" answer does not automatically disqualify you from employment since nature of the offense, date, and the job for which you are applying will be considered.

If yes, please explain _____

Have you previously applied here? Yes No

If yes, when? _____

Have you worked for any firm under a different name? Yes No

If yes, give name(s) _____



VALLEY ANIMAL HOSPITAL & PET RESORT
7535 BAILEY COVE ROAD • HUNTSVILLE, ALABAMA 35802
www.thevalleyvets.net • 256.881.8899 • Fax 256.885.0448

Our Vision: At the heart of our veterinary care team . . . is the circle of love between people and pets. SM

Personal References (Please do not use former employers or relatives)

Name & Occupation	Address	Phone Number

Membership in Professional or Civic Organizations (do not include racial, religious or nationality groups)

Name or description of organization	Active Participation		Offices held
	From	To	

Education Record – Nonveterinarians Only

Name of School	Degree awarded	Grade average
High School –		
College or University –		
Business, Trade, Correspondence or Night School –		
Other –		

Please List any honors you received:

Please list which computer programs you are knowledgeable of:

Education Record – Veterinarians Only

Name of School	Degree awarded	Grade average
High School –		
College or University –		
Veterinary College –		

Postgraduate Training: Including internships (please indicate dates and degrees awarded, if any)

Are you board certified? Board eligible? Which Specialty board? _____
 List continuing education courses attended in the past 18 months

List the states in which you are licensed to practice: (include license numbers)

State	License number

Work History (begin with the most recent, list all past employers, including any pertinent military experience)

Type of Business	Business Address	City	State
Job Title	Immediate Supervisor	From	To
		Dates Employed	

Job Title	Earnings at hire	At termination	Reason for termination
Description of duties:			

Type of Business	Business Address	City	State
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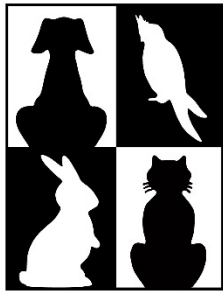
Job Title	Earnings at hire	At termination	Reason for termination
Description of duties:			

Affidavit

I certify that all information I have provided in this application is true and complete. I understand that any false information or omission may disqualify me from further consideration for employment and may result in my dismissal if discovered at a later date. I understand that the employer may request an investigative consumer report from a consumer reporting agency. This report may include information as to my character, reputation, personal characteristics and mode of living obtained from neighbors, friends, former employers, schools, and others. I understand I have a right to make a written request within a reasonable time for the disclosure of the name and address of the consumer reporting agency so that I may obtain a complete disclosure of the nature and scope of the investigation. I authorize the investigation of any or all statements contained in this application and also authorize a person, school, current employer (*except as previously noted, past employers and organizations named in this application to provide relevant information and opinions that may be useful in making a hiring decision. I release such persons and organizations from any legal liability in making such statements. I UNDERSTAND THAT THIS APPLICATION OR SUBSEQUENT EMPLOYMENT DOES NOT CREATE A CONTRACT OF EMPLOYMENT NOR GUARANTEE EMPLOYMENT FOR ANY DEFINITE PERIOD OF TIME. IF EMPLOYED, I UNDERSTAND THAT I HAVE BEEN HIRED AT THE WILL OF THE EMPLOYER AND MY EMPLOYMENT MAY BE TERMINATED AT ANY TIME, WITH OR WITHOUT CAUSE AND WITH OR WITHOUT NOTICE. I have read, understand, and by my signature consent to these statements.

Signature of Applicant

Date



VALLEY ANIMAL HOSPITAL & Pet Resort

CONSENT FOR DRUG/ALCOHOL TESTING

If you are offered and accept employment with Valley Animal Hospital & Pet Resort, in the interest of safety for all concerned, you will be required to take a urine test for drug and/or alcohol use.

I, _____ have been fully informed of the reason for this urine test for drug and/or alcohol (I understand what I am being tested for), the procedure involved, and do hereby freely give my consent. In addition, I understand that the results of this test will become part of my employee record.

If this test is positive, and for this reason I am not hired, I understand that I will be given the opportunity to explain the results of this test.

I hereby authorize these tests to be released to Valley Animal Hospital & Pet Resort.

Signature of Applicant

Date

CONSENT FOR CREDIT & PERSONAL HISTORY CHECK

In consideration for possible employment, I understand that Valley Animal Hospital & Pet Resort may conduct or authorize another to conduct an investigation into my credit history and personal background. I have been informed that such an investigation will be undertaken. I request that my former employers and their representatives to release all information in their possession which Valley Animal Hospital & Pet Resort may deem relevant to my application for employment. In exchange for consideration of my application I also agree to release and hold harmless any former employer, employer representative or others from liability which he or she may incur in connection with the release of such information.

I realize that my employment or continued employment may be conditional upon the results of such examinations and my willingness to participate in such examinations freely.

Valley Animal Hospital & Pet Resort will attempt to keep all matters regarding such examinations confidential; however, I agree that Valley Animal Hospital & Pet Resort may disclose to its employees, managers, agents and others, as it deems necessary, the information gathered during any such examination or test.

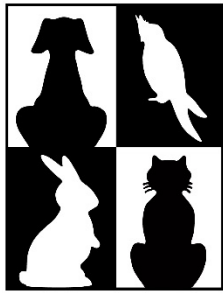
I have read and I understand the foregoing and accept its terms and conditions.

Social Security Number

State/Driver's License Number

Signature of Applicant

Date



VALLEY ANIMAL HOSPITAL & Pet Resort

PLEASE ANSWER ALL FIVE QUESTIONS BELOW

Name: _____ Date: _____

1. The hospitalization for a dog is \$8.00 per day. In addition to this fee, there is a 5% sales tax. What would be the charge for an animal that has been in the hospital for 6 days? _____

2. Please circle the correctly spelled word in each group.

Vetranarian

alleergy

hospitaleization

Vetranary

alergy

hostilation

Vetanarian

allergy

hospitalization

Veterinarian

algre

hospitalization

Vetnarian

algerly

hostalization

Diarear

surgiry

Diarrhea

sergery

Diarrhhea

surgry

Diarhea

surgery

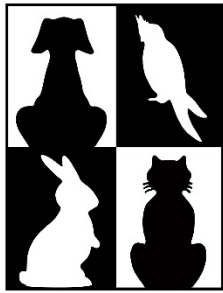
3. Please circle the letters found after the name of an animal doctor

A) Ph.D. B) M.D. C) D.V.M. D) D.D.S. E) V.M.D.

4. Make whatever corrections are necessary to make the following group of words an acceptable sentence.

Because Im hear today him and me cant go to the theter.

5. What does the word "euthanasia" mean?



VALLEY
ANIMAL
HOSPITAL
& Pet Resort

Our Company Story

It's the love in their eyes, a warm nose, and the happy wag of their tail. A friendly playful bark, the purr of a happy cat or the gentle rub of his head on yours. It is the unconditional love our pets give us; the bond between man and our best companion that we at Valley Animal Hospital & Pet Resort hope to preserve for a lifetime by love and compassionate health care for all pets.

We know how important each and every pet is to their owners, young and old alike. When we helped Peaches a tiny, cream colored Toy Poodle live a long and healthy life, her sweet, gray haired, owner Dorothy was so appreciative, you could see it in her eyes. Peaches always had a happy smile and whenever she stayed with us, she would eagerly jump into our arms and wait patiently for us to brush her teeth. Peaches loved to have her teeth brushed. Little Peaches was an anniversary gift so many years ago from her now deceased husband and her living link to the love and life they shared together. Little Peaches was also the companion and comfort Dorothy so needed, when her husband passed. Every day that we kept Peaches healthy and happy as she grew older, brought Dorothy so much happiness and joy. Even in her later years when she boarded with us, she brought smiles to our faces when she would want us to brush her teeth then as well.

What makes our team different is that we know God has given us a unique and special gift to help animals' live long and healthy lives. We enjoy and live that mission every day, always striving to...complete the circle of love, between people and pets...

Wilson W. McManus II, D.V.M.
March 1, 2002

