

Dr. Rex Riggs · Dr. Debbie Heidrich Dr. Todd Kyle · Dr. Ann Baltzell

275 W Olentangy St. · Powell, Ohio 43065 · (614) 889-7387 bestfriendsvethospital.com

Best Friends would like to thank you for your time and interest in wanting to join our team. We will review your application and call you if we are interested in granting an interview. You should be hearing from us within one week. We ask for your patience while we review all of the applications. Please, no phone inquiries.

Thank you so much for your interest in our business.

Sincerely,

The Staff of Best Friends Veterinary Hospital



Best Friends Veterinary Hospital

275 W. Olentangy St. Powell, OH 43065 (614) 889-7387

Application for Employment

An Equal Opportunity Employer

We do not discriminate on the basis of religion, national or ethnic origin, color, sex, age, veteran status, sexual orientation, marital status, disability, or any other prohibited category set fourth in federal or state regulations.

| Personal | Social Security # | | D.O.B. (If applying for a job with minimum age requirement) | | | |
|---|-------------------|-------------------------|--|-----------------------------|------------------------------|--|
| Name | | | | | Date | |
| Last | | First | | Middle Initial | | |
| Present Address | | | | ☐ Home Phon | e | |
| Str | reet | | Apt. # | □ Cell Phone | | |
| | | | | Please check v | which number is best | |
| City | State | | Zip | Email | | |
| Position Applied For | | Circle days you v | ys you will <u>not</u> be available to work | | | |
| | | MON TU | UES WED T | THURS FRI | SAT SUN | |
| Rate of pay expected | \$ | /week | Are you interest ☐ Full-Time ☐ | ted in: □ Days Part-Time | ☐ Evenings hours/week | |
| Have you given notice ☐ Yes | to your pres | sent employer? □ N/A | If offered emplo | yment, when car | n you start? | |
| Can your future vacations be arranged at the convenience of the office? ☐ Yes ☐ No | | | If hired, can you to work in the U | Inited States? | hat you are eligible □ No | |
| Do you know of any rebonded? | eason why yo | ou cannot be | Have you previo | ously applied her | re? | |
| □ Yes | \Box N | 0 | | □ Yes □ |] No | |
| Have you ever been co | nvicted of a | felony? □ Yes | □ No | | | |
| A yes answer does not a the job for which you ar | • | | m employment sin | ce the nature of th | he offense, date, and | |
| If yes, please explain: | | | | | | |
| | | | | | | |

Education

| | Degree | Degree Awarded? | | Grade Average | | Honors? | |
|--|---------------------------------------|-----------------|--|-------------------------|------------|--------------|--|
| | □ Y6 | es 🗆 No | | | □ Yes | □ No | |
| | □ Y6 | es 🗆 No | | | □ Yes | □ No | |
| | □Ye | es 🗆 No | | | □ Yes | □ No | |
| | □ Y6 | es 🗆 No | | | □ Yes | □ No | |
| Character l | Refere | ences (n | ot former empl | oyers or r | elatives) | | |
| | | lress | P | hone Nur | nber | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Work Histo Are you familiar with | | | | ng systems | s? □ Yes | □ N o | |
| Are you familiar witl If you have previous | h compute veterinary | r usage & Win | ndows operatii | ry operati | | | |
| Are you familiar witl If you have previous | h compute veterinary | r usage & Win | ndows operation | ry operati ther | | | |
| Are you familiar witl If you have previous familiar with? □Int Company | h compute veterinary | r usage & Win | ndows operatii vhich veterinai lAvimark □O | ry operati ther | | | |
| Are you familiar witl If you have previous familiar with? □Int | h compute veterinary travet □C | r usage & Win | ndows operating which vetering land land land land land land land land | ry operati ther | ng softwar | e are yo | |
| Are you familiar with If you have previous familiar with? □Int Company Company Address | h compute veterinary travet □C | r usage & Win | ndows operatii vhich veterinai lAvimark □O | ry operati ther | ng softwar | | |
| Are you familiar with If you have previous familiar with? □Int Company Company Address | h computer veterinary travet □C | r usage & Win | ndows operating which vetering law | ry operati ther s | ng softwar | e are yo | |
| Are you familiar with If you have previous familiar with? □Int Company Company Address Stree Dates Employed | h computer veterinary travet □C | r usage & Win | ndows operating which vetering land land land land land land land land | ry operati ther s | ng softwar | e are yo | |

| Company | Type of Business |
|-------------------------|--------------------------|
| Company Address | • |
| Street | City State Zip |
| Dates Employed | Earnings |
| From To | At hire At termination |
| Exact Job Title | Immediate Supervisor |
| Responsibilities | Reason for leaving |
| Company | Type of Business |
| Company Address Street | City State Zip |
| | City State Zip Earnings |
| Dates Employed | |
| From To | At hire At termination |
| Exact Job Title | Immediate Supervisor |
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| Company Address | |
| Street | City State Zip |
| Dates Employed | Earnings |
| From To | At hire At termination |
| Exact Job Title | Immediate Supervisor |
| Responsibilities | Reason for leaving |

| Please complete the following questions in your own handwriting (do not type) |
|--|
| In addition to your work experience listed, what other life experiences, skills, and/or qualifications would especially prepare you to work in our office? |
| Other than your love for animals, why are you attracted to this job? |
| Please state which of your previous positions you enjoyed most and explain why. |
| Briefly describe your short term (1 year) and long term (3year) employment goals. |
| |

Applicant Authorization and Consent for Release of Information

Employment with *Best Friends Veterinary Hospital* may involve the care for the pets and property of other people, managing financial transactions and exchange of money, handling of controlled substances, safe management of hazardous materials and x-ray radiation, and many other functions requiring profound responsibility that are required in veterinary practice. Therefore, to ensure that the individuals who join *Best Friends Veterinary Hospital* are and remain well qualified with a strong potential to be productive and successful, it is our policy to conduct comprehensive employment background checks. Background checks are conducted on all job applicants prior to their employment and may be conducted on employees at any time during their employment with us. Background checks may include, without limitation, criminal record histories, previous employment verification, and professional and personal reference checks, education verifications, and motor vehicle records. In addition, a drug test may be required as a condition of employment or as a condition of continued employment. Further, *Best Friends Veterinary Hospital* will respond to all employment reference check inquires from others. Responses to such inquires will confirm an employee's dates of employment, wage rates, and position(s) held. For employment data to be released, a written authorization and release signed by the individual who is the subject of the inquiry may be requested.

| such inquires will confirm an employee's dat | all employment reference check inquires from others. Responses to ses of employment, wage rates, and position(s) held. For employment and release signed by the individual who is the subject of the inquiry | |
|--|--|--------|
| Signature | Date | _ |
| quential omissions of any kind whatsoever. I ployment is terminated because of falsity of also authorize the companies, schools, or pe ment, character, and qualifications. I hereby damage for issuing this information. I underst that if employed I have been hired at the will at any time; with or without cause the emplosame time of termination. Finally, I understa | Affidavit foregoing questions and statements are true and correct without consequence that the company shall not be liable in any respect if my emstatements, answers or omissions made by me on this questionnaire. It is sons named above to give any information regarding my employ-release said companies, schools, or persons from all liability for any tand that there is no express or implied contract of employment and of the employer and that my employment may be terminated at will, yers only obligation being to pay salary or wages due and owing at the did that all company property must be returned and my indebtedness that in authorize the company to deduct from the final paycheck(s) all | e o |
| Signature | Date | |