

Old Dominion Animal Hospital
811 Preston Ave Charlottesville Va 22903
Phone: (434) 971-3500
Email: odah82@gmail.com

Please print, fill out and hand deliver this form or scan and email.

Date: _____ Job Position Sought: _____

Full Name: _____ Previous/maiden name: _____

Social Security #: _____ Driver's License: _____

Current address: _____

How long at this address: _____

Telephone number (s): _____

Email address: _____

Age: Are you 18 years of age or older? Yes ___ No ___ If no, state your age: _____

Student: (Y/N) _____

Do you have transportation? Yes ___ No _____

Position applied for: Check all that apply

Animal Care Attendant _____ Veterinary Assistant _____

Veterinary Technician _____ Receptionist _____

Availability: Year round, permanent or Seasonal or temporary (please describe limitations)

Are you seeking part-time or full-time employment? _____

If part-time only, how many hours do you want to work? _____ to _____ hours/week.

Hours you are routinely available to work: any hours I am needed limited hours (describe limitations)

What rate of pay do you expect? _____

Why do you want to work at Old Dominion Animal Hospital? _____

What are your career goals for the next 2 years? _____

What are your career goals for the next 5 years? _____

Are you eligible for employment in the United States? Yes ___ No _____

Have you ever been convicted of a felony or misdemeanor or are you presently/formally charged with committing any criminal offense? (Do not include traffic violations, juvenile offenses, military convictions except by general court martial). If the answer is yes, furnish details of conviction, offense, location, date and sentence? Yes ___ No ___ (a conviction will not necessarily disqualify an applicant from employment)

In the past 3 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 _____

Do you agree to pre-employment drug testing? Yes _____ No _____

Have you ever been terminated from a job because of stealing or other criminal conduct? Yes _____ No _____

Animal Related History: List all the pets you own; (include names, species and age)

Who is your current veterinarian? _____

Would you be willing to provide Old Dominion Animal Hospital with a copy of your pet's veterinary records for review? Yes _____ NO _____

Animal Handling experience ? Yes _____ No _____ If yes, share details:

Any allergies to animals? Please list. _____

Education:

High School: _____ Graduated? Yes _____ No _____

College: _____ Graduated? Yes _____ No _____

Degree (or major if currently a student) _____

Are you planning to enroll in college? _____

Do you have any certifications, degrees, awards or special skills that we should know about?

Employment:

Current or most recent employer: _____

From: _____ / _____ (mm/yy) To: _____ / _____ (mm/yy)

Address and phone: _____

Position title: _____ Duties: _____

Reason you left the position: _____

Hourly rate of pay: Start _____ Ending _____

Previous Employer # 1: _____

From: _____ / _____ (mm/yy) To: _____ / _____ (mm/yy)

Address and phone: _____

Position title: _____ Duties: _____

Reason you left the position: _____

Hourly rate of pay: Start _____ Ending _____

Previous Employer #2: _____

From: _____ / _____ (mm/yy) To: _____ / _____ (mm/yy)

Address and phone: _____

Position title: _____ Duties: _____

Reason you left the position: _____

Hourly rate of pay: Start _____ Ending _____

List any other prior employers if applicable including name/telephone number and dates employed:

Work related references: List contact information for 3 people you have worked with

Name Phone # Occupation/Position Company

Please describe any other relevant experience (volunteer, animal related activities, etc) :

Is there anything else you would like us to know when considering your application:

Personal References: List contact information for 3 people who know you well and that we can contact for a personal reference:

Name Phone # Occupation Company

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 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 for a crime.

- I certify that all statements contained herein are true and complete.
- I understand that if hired, I must prove that I am legally authorized to work in the United States.
- I authorize Old Dominion Animal Hospital to check employment references and verify education information provided on this employment application and as disclosed at the interview process.
- I authorize Old Dominion Animal Hospital to run a criminal history background check as a condition of employment.
- I release Old Dominion Animal Hospital and all providers of information from any liability as a result of furnishing and receiving any information related to the hiring process.
- I understand that I am physically capable of carrying out my job which will include lifting patients and other items such as dog food, crates etc up to 40lbs alone or over 40 lbs with assistance. I will be constantly standing, stooping, walking and lifting the majority of every working day.

Applicant Signature: _____

Thank you for completing this application in detail and we will be in contact regarding the next step in the hiring process if you are selected for interview.