



**673 South Main St  
Plymouth, MI 48170**

**Phone: 734-459-DOGS**

**Fax: 734-927-4517**

**Email:**

**HappyHoundsDaycare.MI@gmail.com**

**Website: happyhoundsdaycare.com**

Hello!

Enclosed is the Application for Employment to Happy Hounds Dog Day Care. We would like to thank you for showing an interest in working at Happy Hounds! However, we have found that many people do not have a realistic view of what working in a dog day care involves. Please read this letter carefully.

We are seeking people who are mature enough to understand and accept the responsibilities we will place on you. There is much more to it than just playing with the dogs all day. Someone has to clean up after them, feed them, possibly administer medication, and see to their comfort and security. Floors need to be mopped & vacuumed, and trash cans emptied. This requires a lot of hard work and dedication.

While working here you will be exposed to: dog dirt & fur, dog messes, loud noises, some harsh chemicals, and the ever present risk of being bitten, scratched or bruised. Although we are completely insured, these are potential hazards you face and accept by working here.

We take our profession very seriously, and will provide a great place to work. We are looking for mature, responsible, reliable, patient, intelligent people who are capable of independent action and initiative. If you have a genuine love of animals, and would like to join a great team, and you accept the above responsibilities, then we would love for you to apply for a position! Working with dogs makes for very rewarding, fun and interesting day.

Please return the application to the above address. When we begin the interviewing process we will give you a call to set up an interview appointment with you. Thank you again for your interest.

Thank you!

Sincerely,

Happy Hounds

**“A Happy Dog Day.....is a Day of Dog Play!”**

# APPLICATION FOR EMPLOYMENT

## Happy Hounds Dog Day Care, LLC

Date: \_\_\_\_\_

Name: \_\_\_\_\_  
First Middle Last

Present Address: \_\_\_\_\_  
Number & St. City Zip

Home Phone: ( ) \_\_\_\_\_ Other Phone: ( ) \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Are you over 18 yrs old? \_\_\_\_\_

E-Mail address: \_\_\_\_\_

### EDUCATION

	Name & Location	Graduate Yes/No	Diploma/Degree/Certification	Course/Major
High School				
Business/Trade/Technical				
College/University				
Graduate Work				
Military				
Other				

Have you ever been convicted of a felony or serious misdemeanor? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, please explain: \_\_\_\_\_

### EMPLOYMENT HISTORY

Date From	Date To	Company Name & Address	Phone	Type of Business	Position	Salary	Why Left

### REFERENCES

Name	Address	Phone	Occupation	How long have they known you?	Personal or Business

**DOG RELATED INFORMATION**

Do you own a dog(s)? \_\_\_\_\_ How many years have you owned dogs? \_\_\_\_\_  
Have you ever worked at a Dog Day Care facility? \_\_\_\_ Where? \_\_\_\_\_  
Have you ever raised a puppy? \_\_\_\_\_  
If so, did you crate train him/her? \_\_\_\_\_  
Other pets? \_\_\_\_\_  
Have you ever taken obedience classes with your pet? \_\_\_\_\_  
If so, where & when? \_\_\_\_\_  
Have you ever taught dog training classes? \_\_\_\_\_  
If so, where & when? \_\_\_\_\_  
Will you be comfortable in a group of 10 or more dogs? \_\_\_\_\_  
Do you feel you can handle an 80 lb dog on a leash? \_\_\_\_\_  
Do you have any fear of putting your hand in a dog's mouth? \_\_\_\_\_  
Have you ever administered oral meds to dogs? \_\_\_\_\_  
Are you squeamish around diarrhea or vomit? \_\_\_\_\_  
Do you feel you can get in between 2 dogs to pull them apart if necessary?  
\_\_\_\_\_

**GENERAL INFORMATION**

Are you looking for: \_\_\_\_\_ full time                      Part time \_\_\_\_\_ hrs/week  
Are you available to do overnights with the dogs? (7PM to 7AM) \_\_\_\_\_  
How did you hear about us? \_\_\_\_\_  
Do you have your own transportation? \_\_\_\_\_  
Do you have any physical limitations that would make you unable to:  
      \_\_\_\_\_ go up & down stairs                      \_\_\_\_\_ lift over 25 lbs.  
      \_\_\_\_\_ sit on the floor                              \_\_\_\_\_ be on your hands & knees  
What made you want to apply for work here? \_\_\_\_\_  
\_\_\_\_\_  
What do you feel you have to offer Happy Hounds Dog Day Care? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
What qualities do you have that you feel are important for this job? \_\_\_\_\_  
\_\_\_\_\_  
Do you consider yourself detail oriented? \_\_\_\_\_  
Do you have computer experience:    PC: yes/no                      MAC: yes/no  
Please check the items you have experience with:  
      \_\_\_\_\_ Microsoft Word                                      \_\_\_\_\_ Microsoft Excel  
      \_\_\_\_\_ Kennel Connection Software                      \_\_\_\_\_ Reception/phone answering  
      \_\_\_\_\_ Filing (Manual)    \_\_\_\_\_ Other \_\_\_\_\_

*The applicant gives to the employer the right to obtain credit information, public records, criminal records and verify references.*

Applicant Signature; \_\_\_\_\_ Date: \_\_\_\_\_