



311 Melton Road Chesterton, Indiana 46304

## Employment Application

Please read and answer all questions. You will not be considered for employment if you fail to completely answer all the questions on this application. You may attach a resume, but all questions must be answered.

Today's Date:

### **APPLICANT INFORMATION:**

Name: (first, last)		
Address:		
City:	State:	Zip Code:
Phone:		
Email:		
Are you currently employed: Yes <input type="checkbox"/> No <input type="checkbox"/>		
If yes, where: _____		

### **PERSONAL INFORMATION:**

How did you hear about Ruff?
Do you have any friends, relatives, or acquaintances working at Ruff Luxury Inn? If so, who & relationship:
Are you 18 years of age or older? Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you legally eligible to work in the US? Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever been convicted of a felony? Yes** <input type="checkbox"/> No <input type="checkbox"/> **If yes, explain:
Are you a registered sex offender? Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a veteran? Yes <input type="checkbox"/> No <input type="checkbox"/>
If you have younger siblings or children at home, do you have reliable childcare? Yes <input type="checkbox"/> No <input type="checkbox"/> No children or siblings <input type="checkbox"/>
Preferred pronouns: She/her <input type="checkbox"/> He/him <input type="checkbox"/> They/them <input type="checkbox"/> Prefer not to answer <input type="checkbox"/>

**EMPLOYMENT POSITION:** Check all that apply

Position(s) Applying for: Kennel Attendant <input type="checkbox"/> Receptionist <input type="checkbox"/> Groomer <input type="checkbox"/> Bather <input type="checkbox"/> Cleaner <input type="checkbox"/>
Hours you are available to work: Full Time <input type="checkbox"/> Part time <input type="checkbox"/> Summer/Seasonal <input type="checkbox"/> Days <input type="checkbox"/> Evenings <input type="checkbox"/>
Are there any Days or Hours you are UNABLE to work?
Weekends and Holidays are our busiest time and you will be required to work BOTH weekends and holidays. Do you understand that? Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have reliable transportation to and from work? Yes <input type="checkbox"/> No <input type="checkbox"/>
If hired, what date are you available to start:
Are you able to perform all essential functions of the job? Including but not limited to bending, stooping, kneeling, and lifting over 50 pounds? Yes <input type="checkbox"/> No <input type="checkbox"/>
Can you abide by all company policies? Yes <input type="checkbox"/> No <input type="checkbox"/> If hired, you will be required to sign an employee handbook agreement which will outline all of our policies and procedures.

**EDUCATION & TRAINING:**

**High School** Do you have a High School Diploma or GED? Yes  No

Name	Location	Graduation year	Degree Earned

**College/University** Will you be leaving for college in the Fall? Yes  No

Name	Location	Graduation Year	Degree Earned

**Vocational/Specialized Training**

Name	Location	Graduation Year	Degree Earned

**PREVIOUS EMPLOYMENT:** Please list beginning with the most recent

Company Name	Location	Role/Position	Dates Employed

Job notes, tasks performed and reason for leaving: \_\_\_\_\_

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Company Name	Location	Role/Position	Dates Employed

Job notes, tasks performed and reason for leaving: \_\_\_\_\_

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Company Name	Location	Role/Position	Dates Employed

Job notes, tasks performed and reason for leaving: \_\_\_\_\_

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**REFERENCES:**

Please provide 2 professional references below:

Reference:	Contact Information (phone number)	Relation: (Owner, supervisor, manager)

**Additional Information:**

Why do you want to work at Ruff Luxury Inn?

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What does the phrase “Team Player” mean to you? Do you consider yourself to be a team player?

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Why do you want to work with animals? Do you own a dog or any animals?

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Do you have any fears or have you had any negative experiences in the past with handling dogs? If so, please explain...

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What do you consider your strengths? Greatest challenges?

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What are your long-term career goals?

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What do you have to offer our company?

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How will you make Ruff Luxury Inn a better place for clients?

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