

## **ARE YOU INTERESTED IN WORKING AT *NORTHWEST PETS*?**

### ***JOB OVERVIEW***

#### **PLEASE READ PRIOR TO COMPLETING THE ATTACHED JOB APPLICATION.**

In an effort to streamline our interview process, we ask that you become familiar with the job responsibilities and duties of our team members.

#### **Job Duties Include...**

##### **A 30-day training period will be used to teach the following:**

- Basic care and maintenance of dogs and cats
- Popular dog and cat breeds and their characteristics
- How to thoroughly clean (shelves, products, floors, dog wash, bathrooms, etc) our store
- How to break-down, price, and merchandise incoming stock
- How to operate a cash register
- How to effectively sell and cross-sell merchandise to our customers
- How to create positive experiences for our customers and deliver great service

**At the conclusion of the 30 day training period, you should be comfortable greeting and helping customers with their buying decisions, ringing up their purchases, and helping them out to their car.**

#### **Traits We Are Looking For...**

- A strong love of animals
- Organized and enjoys cleaning
- Able to merchandise store shelves and displays – constantly “fronting” product
- Learns quickly and can retain information on thousands of products that we sell
- Multi-task oriented – can do multiple things at once and is able to complete all tasks
- Able to thrive and contribute in a team environment
- Honest, personable, has a positive attitude, and enjoys working with people
- Able to take direction from others (even from someone younger than yourself!)
- Must be energetic and move at a fast pace
- Able to sell, suggestive sell, and cross sell (we will provide training, no commissions)



# EMPLOYMENT APPLICATION



## Education:

High School \_\_\_\_\_ Highest Grade Completed \_\_\_\_\_

College \_\_\_\_\_ Degree \_\_\_\_\_

## Employment Record:

List most recent employment first, including all former employers and self-employment.

Employer's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Start Pay/End \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Job Title \_\_\_\_\_ Dates of Employment \_\_\_\_\_ to \_\_\_\_\_

Describe duties \_\_\_\_\_

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Employer's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Start Pay/End \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Job Title \_\_\_\_\_ Dates of Employment \_\_\_\_\_ to \_\_\_\_\_

Describe duties \_\_\_\_\_

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Employer's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Start Pay/End \_\_\_\_\_ Reason for leaving \_\_\_\_\_

Job Title \_\_\_\_\_ Dates of Employment \_\_\_\_\_ to \_\_\_\_\_

Describe duties \_\_\_\_\_

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# EMPLOYMENT APPLICATION



## References:

**Please provide the names of 3 references who know you from a work or service-oriented environment.**

Name \_\_\_\_\_

Company \_\_\_\_\_

Phone Number \_\_\_\_\_

How long has reference known you? \_\_\_\_\_

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Name \_\_\_\_\_

Company \_\_\_\_\_

Phone Number \_\_\_\_\_

How long has reference known you? \_\_\_\_\_

\*\*\*\*\*

Name \_\_\_\_\_

Company \_\_\_\_\_

Phone Number \_\_\_\_\_

How long has reference known you? \_\_\_\_\_

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**I certify that the above information is true and complete to the best of my knowledge. I authorize *Northwest Pets* management to contact all sources necessary to verify this information. I understand that any misstatement or omission is sufficient grounds for immediate discharge.**

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_