

## **SHAH Application**

## **Southern Hills Application Process**

**Candidates are hired based on the completion of our application process. This includes the following:**

1. Completion of Southern Hills Application
2. Completion of Southern Hills Pre-Interview Questionnaire
3. Completion of Basic attendant questionnaire OR Reception questionnaire

**Based on responses to the application, the applicant will then:**

4. Have an initial Interview with Staff Supervisor
5. Working interview with Staff Supervisor
6. Interview with Hospital Director

**Prior to hire, the applicant must:**

7. Completion of Pre employment Drug and Alcohol Test
8. Have cranberry scrubs to work in with sturdy closed toed shoes

**Standard 8 hour Shifts:**

**6am- 3 pm    11 am- 8 pm    2pm-11 pm**

**This is your copy to keep, please detach it from the application packet.**

**Southern Hills Animal Hospital  
343-4155**

**3827 Hite Street Roanoke VA 24014  
[WWW.SOHILLSAH.COM](http://WWW.SOHILLSAH.COM)**



# SOUTHERN HILLS ANIMAL HOSPITAL EMPLOYMENT APPLICATION

DATE \_\_\_\_\_

FULL NAME \_\_\_\_\_ SOCIAL SECURITY NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

CELL NUMBER \_\_\_\_\_ Email address \_\_\_\_\_

## WORK INTEREST AND AVAILABILITY

We are open 7 days per week. I understand that this job requires me to work weekends and holidays. \_\_\_\_\_  
Please initial

Please list the hours **you can not work**: \_\_\_\_\_

Please list days you are not available: \_\_\_\_\_

Do you prefer 3 ( ) 4 ( ) or 5 ( ) shifts per week    Do you prefer 6am-3pm ( ) 11am-8pm ( ) 2pm-11pm ( )

## POSITIONS

Please list the position you are applying for:

Basic Kennel ( ) LVT ( )

## BASIC SALARY REQUEST

Please list your desired hourly wage: \_\_\_\_\_

## EDUCATION

HIGH SCHOOL \_\_\_\_\_ YEAR GRADUATED \_\_\_\_\_

COLLEGE \_\_\_\_\_ YEAR GRADUATED \_\_\_\_\_

OTHER \_\_\_\_\_ YEAR GRADUATED \_\_\_\_\_

## WORK HISTORY

**PLEASE LIST YOUR PAST THREE MOST RECENT JOBS, FEEL FREE TO ADD OTHER WORK EXPERIENCE THAT YOU FEEL MAY BE IMPORTANT FOR REVIEW.**

EMPLOYER	DATES EMPLOYED	SUPERVISOR	DUTIES AND PAY RATE	REASON FOR LEAVING

## REFERENCES

**PLEASE LIST THREE PEOPLE THAT CAN BE CONTACTED ABOUT YOUR WORK PERFORMANCE AND PERSONAL QUALIFICATIONS. PLEASE DO NOT LIST FRIENDS OR RELATIVES.**

NAME	PHONE	RELATIONSHIP	YEARS THEY HAVE KNOWN YOU

## AUTHORIZATION

I AUTHORIZE THE INVESTIGATION OF ANY STATEMENTS CONTAINED IN THIS APPLICATION. I UNDERSTAND THAT MISREPRESENTATION OR OMISSION OF INFORMATION IS GROUNDS FOR IMMEDIATE TERMINATION IF HIRED.

SIGNATURE AND DATE \_\_\_\_\_

## Southern Hills Pre-Interview Questionnaire

1. IF YOU ARE UNDER THE SUPERVISION OF A DOCTOR, DO YOU HAVE UNRESTRICTED WORK CAPABILITIES? DO YOU HAVE ANY PHYSICAL LIMITATIONS THAT WOULD PREVENT YOU FROM PERFORMING YOUR NORMAL JOB REQUIREMENTS SUCH AS LIFTING DOGS, HEAVY BOXES, ETC.? IF YES, PLEASE EXPLAIN
2. ARE YOU CURRENTLY TAKING ANY MEDICATIONS THAT MAY INTERFERE WITH YOUR PERFORMANCE? IF YES PLEASE LIST.
3. DO YOU HAVE ANY KNOWN ALLERGIES TO ANIMALS, DETERGENTS, CHEMICALS OR OTHER CLEANING AGENTS? IF YES, PLEASE LIST THEM.
4. HAVE YOU EVER BEEN CONVICTED OF A FELONY? IF YES, PLEASE EXPLAIN.
5. HAVE YOU EVER APPLIED FOR A POSITION AT SOUTHERN HILLS BEFORE? IF YES, PLEASE PROVIDE A DATE.
6. WHAT DATE YOU WOULD BE AVAILABLE TO START TRAINING IF YOU WERE HIRED?
7. PLEASE LIST PRIOR COMMITMENTS THAT MAY INTERFERE WITH YOUR WORK OR TRAINING SCHEDULE IF YOU WERE HIRED.
8. DO YOU HAVE YOUR OWN TRANSPORTATION? EMPLOYEES USE THEIR OWN TRANSPORTATION TO RUN ERRANDS FOR THE HOSPITAL. WILL YOU BE ABLE TO PROVIDE THESE SERVICES?
9. DO YOU HAVE ANY PETS? IF SO EXPLAIN THE TYPE OF RELATIONSHIP YOU HAVE WITH THEM AND THE TYPE OF CARE YOU EXPECT AN ANIMAL HOSPITAL TO PROVIDE.
10. WHAT ARE YOUR EXPECTATIONS AS AN EMPLOYEE OF SOUTHERN HILLS?

11. IF YOU WERE AN EMPLOYER, WHAT WOULD YOU EXPECT FROM AN EMPLOYEE OF AN ANIMAL HOSPITAL?
  
12. HAVE YOU EVER WORKED IN A TEAM ENVIRONMENT? WHAT CAN YOU BRING TO THE TEAM?
  
13. DESCRIBE AN ACCOMPLISHMENT, OR SITUATION THAT YOU ARE VERY PROUD OF.
  
14. WE REQUIRE DRUG AND ALCOHOL TESTING BEFORE EMPLOYMENT AND RANDOMLY WHILE EMPLOYED, WILL THIS BE A HARD SHIP FOR YOU?
  
15. WE ARE A NON SMOKING FACILITY AND WHICH DOES NOT GIVE SMOKE BREAKS, WILL THIS BE A HARDSHIP FOR YOU?

## **PERSONAL STATEMENT**

**PLEASE UTILIZE WHATEVER SPACE YOU NEED TO TELL US ABOUT YOURSELF. INCLUDE WHY YOU WANT TO WORK HERE, ANY PERSONAL SKILLS OR QUALITIES THAT YOU HAVE THAT MAKE YOU A VALUABLE CANDIDATE FOR EMPLOYMENT. YOU MAY INCLUDE ANY ANIMAL OR CLIENT SERVICE EXPERIENCE THAT YOU HAVE HAD, AS WELL AS SPECIFIC DUTIES YOU PREFORMED. YOU MAY ALSO INCLUDE PERSONAL AND PROFESSIONAL GOALS THAT YOU HAVE, OR OTHER INFORMATION ABOUT YOUR INTERESTS THAT MAY MAKE YOUR APPLICATION MORE COMPLETE.**