



# **Erindale Animal Hospital Application For Employment**

Please fill in this form and submit electronically to eahemployment@gmail.com (preferred method) or in person at the office

## **Personal Information**

Name: \_\_\_\_\_ Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(Surname) (Given) (MM) (DD) (YY)

Current Address: \_\_\_\_\_  
(Appt. #) (Street) (City) (Postal Code)

Home Phone #: ( ) \_\_\_\_\_ Work Phone #: ( ) \_\_\_\_\_

Cell Phone #: ( ) \_\_\_\_\_ E-mail address: \_\_\_\_\_

## **General Questions**

Are you legally entitled to work in Canada? Yes / No

What position are you applying for? \_\_\_\_\_

What employment are you looking for (please circle): Full time (30 + hrs/week) / Part-time / Casual

What are your career objectives for this position and what are your short and long-term career goals?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **Education / Training and Special Skills**

High School: \_\_\_\_\_

College or University: \_\_\_\_\_

Professional License or Certification: \_\_\_\_\_

CVMA \_\_\_\_\_ SVMA \_\_\_\_\_ SAVT \_\_\_\_\_ OTHER \_\_\_\_\_

Software and / or Equipment: \_\_\_\_\_

Other: \_\_\_\_\_

## **Employment History**

List your employment history for the last 5 years, starting with your most recent employment.

Employer: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (Postal Code)

Email address: \_\_\_\_\_

Start Date: \_\_\_\_\_  
(Month) / (Year)

End Date: \_\_\_\_\_  
(Month) / (Year)

Supervisor Name: \_\_\_\_\_

Phone #: ( ) \_\_\_\_\_

May we contact this employer? Yes / No

Title or Position: \_\_\_\_\_

Duties and Responsibilities: \_\_\_\_\_

**Employer:** \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (Postal Code)

Email address: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
(Month) / (Year) (Month) / (Year)

Supervisor Name: \_\_\_\_\_ Phone #: ( ) \_\_\_\_\_

May we contact this employer? Yes / No

Title or Position: \_\_\_\_\_

Duties and Responsibilities: \_\_\_\_\_

**Employer:** \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_  
(Street) (City) (Postal Code)

Email address: \_\_\_\_\_

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_  
(Month) / (Year) (Month) / (Year)

Supervisor Name: \_\_\_\_\_ Phone #: ( ) \_\_\_\_\_

May we contact this employer? Yes / No

Title or Position: \_\_\_\_\_

Duties and Responsibilities: \_\_\_\_\_

## **Job Application Questions:**

Please complete the following questions that will help us determine your suitability for an interview. These questions will help us see how well you would fit into the workplace culture of Erindale Animal Hospital. **This is an editable form so please add more spaces if needed.** Thank you.

1. In your opinion, what is the purpose of a veterinary hospital?

### **2. Vision Statement:**

*Our vision is to be a recognized and trusted leader in relationship-centred pet health care dedicated to the health of pets, their families and the environment.*

### **Mission Statement**

*Our mission is to compassionately deliver exceptional veterinary service and care; to help our clients to achieve their pet's health goals through a collaborative, educational approach; to provide our staff professional growth, job satisfaction, balance and recognition in a congenial, enjoyable, cooperative atmosphere of open, honest communication.*

### **Values**

*Trust, Quality, Accountability, Adaptability, Credibility, Ethics  
Pride, Passion, Teamwork, Dedication, Mentorship*

i) What does our Mission Statement mean to you?

ii) What does our Vision Statement mean to you? How can you help us achieve our vision?

iii) Which of our values do you possess? Please provide examples of when you applied / showed three-five of these values in any aspect of your life. Which of these values would you bring to Erindale?

1. Trust
2. Quality
3. Accountability
4. Adaptability
5. Credibility
6. Ethics
7. Pride
8. Passion
9. Teamwork
10. Dedication
11. mentorship

3. Tell us a bit about your work background, and then give us a description of how you think it relates to our current opening.

4. What are your qualifications in your area of expertise, i.e., what skills do you have that make you the best candidate for this position? Include any special training you have had (on-the-job, college, continuing education, seminars, reading, etc.) and related work experience. What skill set do you think you would bring to this position?

5. Why did you choose your last position? What did you enjoy most about it? What was your biggest achievement in this position?

6. In what areas would you like to develop further? What are your specific plans to do that?

7. What do you think about SOPs (Standard Operating Procedures)? What purpose do they serve?

8. At Erindale Animal Hospital, we value initiative, flexibility and hard work. When at work, we are expected to perform professionally and in accordance with our policies and protocols. We value work to be fun, challenging and interesting and we do not have any “down-time” in a shift. Employees are offered training, cross-training and continuing education as well as ample “team-building” social opportunities outside of work hours. Please describe a work environment that is your ideal and that you have been successful in:

9. Tell me anything else you would like us to know about you that will aid us in making our decision.

10. What questions would you like to ask us?

### **Work-Related References**

Please list your references. Do not include family members or person(s) living with you.

Name: \_\_\_\_\_

Phone and Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Years Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_

Phone and Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Years Acquainted: \_\_\_\_\_

Name: \_\_\_\_\_

Phone and Address: \_\_\_\_\_

Email address: \_\_\_\_\_

Occupation: \_\_\_\_\_ Years Acquainted: \_\_\_\_\_

### **Certification**

I certify the information contained in this application is true and complete to the best of my knowledge. Any misrepresentation or omissions of any fact in my application can be justification for refusal of employment or, if employed, will be grounds for termination.

I authorize Erindale Animal Hospital to investigate all statements contained in this application and release all parties from any liability or any damage that may result from furnishing same to you.

With my electronic or written signature, I also acknowledge that this "Application for Employment" is not a contract of employment or a guarantee of an interview.

Signature: \_\_\_\_\_

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

*Thank you for applying for a position at Erindale Animal Hospital!*

