



TAILored
Pet Services LLC

Phone: 425-923-7791

Email: scheduling@tailoredpetservices.com

Website: www.tailoredpetservices.com

DOG WALKER APPLICATION FOR EMPLOYMENT

First Name _____ Last Name _____

Home Phone _____ Cell Phone _____

Which is the best number to reach you at? CELL PHONE HOME PHONE

Address: _____ City/Zip _____

E-mail address _____

Do you check email at least once a day? yes no Available Start Date: _____

May we do a background check on you? yes no Do you have reliable transportation? yes no

Do you own any pets? yes no Have you done any dog walking in the past? yes no

Do you have any credit, criminal, or driving offenses? yes no If yes, please explain (use additional page if needed): _____

Do you have another job/source of income? yes no Describe: _____

How many hours per week do you work at your present job? _____

Please list the hours that you expect to be available for dog walking for the next **year**. Thank you!

Monday: _____ Tuesday: _____ Wednesday: _____ Thursday: _____

Friday: _____ Saturday: _____ Sunday: _____

Areas I would consider for walking on the days included above: Bothell 98012 Edmonds 98026
 Everett Lake Stevens Lynnwood Mill Creek Mukilteo Snohomish 98296

Will your schedule allow you to work with TAILored Pet Services LLC for at least one year? **yes** **no**

Desired salary that I want or need to make weekly for P/T dog walking: \$ _____ /per week.

EDUCATIONAL HISTORY: Highest level of schooling achieved: _____

PREVIOUS JOB EXPERIENCE: List your present employer, last 2 employers and employment duration.

Name	Phone	Duration/Reason for leaving
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

May we contact the above employers for a reference? yes no

By signing below I agree that the above information is accurate:

Signature _____ Date _____



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******Due to the bonding that occurs between walker/dogs and owner/walker we ask for at least a one year commitment to work with TAILored Pet Services LLC on a continual basis. ******

Areas I would walk dogs (check all that apply)

- Bothell 98012 Edmonds 98026 Everett 98203 Everett 98204 Everett 98205
- Everett 98208 Lake Stevens Lynnwood Mill Creek Mukilteo Snohomish 98296

Dog Walker Tasks:

- Before being hired, you will go on a ride-a-long to see if it is a good fit for you. You will not be compensated for it as it is a chance to see if the job is a good match for you. If you are hired, you will go on additional visits with another employee until you feel comfortable to go solo. You will be compensated for training.
- Sometimes we are asked to take dogs to a trail or park so your car must be 'dog-friendly.' Please be aware that dogs may shed in your car and/or may track mud in during inclement weather. A heavy blanket and towels will help protect your car.
- Even when it is raining, dogs still need to go out. Depending on the clients' instructions, some dogs won't need to go out for the full visit so you can walk them for half the time during inclement weather and use the additional time to play or pet them.
 - Do you have rain gear that will keep you dry? Yes No
 - Do you feel comfortable driving/walking in inclement weather? Yes No
- If dogs get dirty on a walk, please wipe them off and towel dry them (owners will provide towels) before putting them back in house. The owner will thank you!
- A flexible time frame will be given to you by company in which to walk the dog(s). This usually is a 2- or 3-hour window during mid-day hours (11-2 is the usual time frame for walks).
- At the initial client interview, you will be given a key to client's home and when applicable, alarm codes to access the house.
- Occasionally, clients may be home sick or taking a day off at home; please be aware that even if you don't see client, client may be home.
- Please put the key in your pocket as soon as you get in the house, so you don't leave it inside and lock yourself out!
- Even if you are walking a very friendly dog (and most of them are), remember that some of the dogs you will see on the walk are NOT friendly. Keep the dog you are walking away from other dogs.
- We at TAILored Pet Services LLC do not walk more than two dogs at one time.
- All dogs must be leashed during the walk.
- **Important! We require that you upload visit logs/photos to Dropbox by 4pm the day of visit.**

Compensation: \$11-\$16 per hour plus mileage stipend

Please sign the auto liability release form below for dog walking:

I have a car that is 'dog-friendly.' I agree not to hold TAILored Pet Services LLC and/or clients liable for any damage should any damage occur to my car while transporting dogs while under the employment of TAILored Pet Services LLC.

Signed _____

Date _____

Print Full Name _____

Make/Model of car: _____

Part-Time Dog Walker Job Summary

Summary: This position is part-time and flexible. Please note this will vary depending on client need and business activity. It is TAILored Pet Services practice to ensure consistent pet care providers for our clients as much as possible. The following is a list of general job responsibilities for the Dog Walker position. This list is not all inclusive and may be broadened or changed as a result to meet changing business needs.

Dog Walker Responsibilities

- Pick up and drop off dogs from their homes
- Ensure security of client homes when picking up and dropping off
- Understand special requests and conditions for each dog
- Walk dogs outdoors in all weather conditions (anywhere from 15 minutes to 5 hours at a time)
- Transport dogs safely to and from their homes
- Give each dog love and attention
- Ensure each dog is getting exercise and potty breaks and remove pet waste
- Guarantee safety of the dogs you are walking and those (humans and dogs) around them
- Maintain leadership of the pack of dogs (if walking multiple dogs at a time)
- Take photos of the dogs (so human clients can see how they are doing)
- Refresh water, wipe paws and give treats
- Communicate with clients and schedule appointments (may conduct consultations for new clients)
- Conduct initial consultation with new clients and fill out client information sheets
- Update clients with email including photos and videos of their dogs
- Answer inquiries related to your service, clients' dogs
- Record which dog(s) you walked, how long the walks were, anything abnormal that you noticed
- Manage your own schedule via phone, email and text message
- Keep track of your visits and submit to the employer
- Other duties as assigned

Dog Walker Requirements

- Willingness to work a fluctuating schedule between 10:00am-3:00pm Monday-Friday
- Ability to fill in during company holidays highly desirable (overtime pay applies)
- Must be honest, dependable and trustworthy
- Must have excellent organization skills, the ability to work independently, good time management and good communication skills
- Must be able to drive and walk in all kinds of weather conditions
- Must be able to follow client directions
- Must be FLEXIBLE, as this is a customer-driven business and we are often revising the schedule to meet the desires and needs of our clients at a moment's notice
- Must have a cell phone with ability to take pictures and computer with internet access and a printer to effectively communicate with clients and TAILored Pet Services staff
- Must have the physical ability to get down on the floor with pets, walk them and exercise with them, and the ability to handle a 75 pound animal
- Must have reliable, licensed and insured transportation
- Must be comfortable around all types/sizes/breeds of dogs plus any other pets in client's home
- Ability to work in a fast paced and dynamic work environment
- Duty to professionally represent the company.
- Exhibits regular and timely attendance

Physical Ability Requirements:

- Sit for prolonged periods of time, including as a driver or passenger in an automobile.
- Utilize a computer keyboard, computer monitor, and telephone for prolonged periods of time.
- Sit on floor with pets, walk them and exercise with them, and the ability to handle a 75 pound animal
- Lift, carry, and otherwise transport work-related materials that frequently weigh up to 50 lbs.
- Maneuver across various terrain and move up and down stairs frequently

Mileage Stipend: It is the Policy of TAILored Pet Services (TPS) to reimburse employees for reasonable and necessary expenses incurred in connection with TPS. Reimbursement is only allowed per client/partner visit. Any company meetings, administrative or office appointments with management are not included in this Policy. All mileage eligible client/partner visits need to be reflected on your timesheet for timely reimbursement. Mileage reimbursement will be at the flat rate of \$1.00 for the first client/partner visit per day and \$0.50 for each additional visit thereafter.

Signature

Date