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|  | Nature’s Kennel Sled Dog Adventures |

# Employment Application

## Applicant Information

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name: |  |  |  | Date: |  |
|  | Last | First | M.I. |  |  |

|  |  |  |
| --- | --- | --- |
| Address: |  |  |
|  | Street Address | Apartment/Unit # |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
|  | City | State | ZIP Code |

|  |  |  |  |
| --- | --- | --- | --- |
| Phone: |  | Email |  |

Start dates for winter seasonal guides are September 5th and October 3rd. What date are you available to start?

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

Are there any dates you are unable to work this season? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- | --- | --- |
| Are you a citizen of the United States? | YES[ ]  | NO[ ]  | If no, are you authorized to work in the U.S.? | YES[ ]  | NO[ ]  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Have you ever worked for this company? | YES[ ]  | NO[ ]  | If yes, when? |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Have you ever been convicted of a felony? | YES[ ]  | NO[ ]  |  |

|  |  |
| --- | --- |
| If yes, explain: |  |

## Education

|  |  |  |
| --- | --- | --- |
| High School: |  |  |
| From: |  | To: |  | Did you graduate? | YES[ ]  | NO[ ]  |  |

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| --- | --- | --- | --- |
| College: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Other: |  | Address: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Did you graduate? | YES[ ]  | NO[ ]  | Degree: |  |

## References

Please list three references. We prefer at least two work related references. Please make sure phone numbers and email addresses are correct.

|  |  |  |  |
| --- | --- | --- | --- |
| Full Name: |  | Relationship: |  |
| Company: |  |  Phone: |  |
| City/State: |  |  Email:  |  |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Company: |  |  Phone: |  |
| City/State: |  |  Email:  |   |
|  |  |  |  |
| Full Name: |  | Relationship: |  |
| Company: |  |  Phone: |  |
| City/State: |  |  Email:  |  |

## Previous Employment

|  |  |  |  |
| --- | --- | --- | --- |
| Company: |  | Phone: |  |
| Address: |  | Supervisor: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Job Title: |  |  |  |  |  |

|  |  |
| --- | --- |
| Responsibilities: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |
|  |  |  |  |
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| --- | --- | --- | --- |
| Company: |  | Phone: |  |
| Address: |  | Supervisor: |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Job Title: |  |  |  |  |

|  |  |
| --- | --- |
| Responsibilities: |  |

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| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Company: |  | Phone: |  |
| Address: |  | Supervisor: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Job Title: |  |  |  |  |  |

|  |  |
| --- | --- |
| Responsibilities: |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| From: |  | To: |  | Reason for Leaving: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| May we contact your previous supervisor for a reference? | YES[ ]  | NO[ ]  |  |

## Military Service

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| --- | --- | --- | --- | --- | --- |
| Branch: |  | From: |  | To: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Rank at Discharge: |  | Type of Discharge: |  |

|  |  |
| --- | --- |
| If other than honorable, explain: |  |

## Special Skills

Please describe, in detail, any special skills or qualifications related this position or any special skills in general (computers, machinery, etc.)

Please check any of the following certificates or licenses you have:

* CPR Certification Expiration Date:
* First Aid Certification Expiration Date:
* Valid Driver’s License Issuing State and Expiration Date:
* Wilderness First Responder: Expiration Date:

 Or above Certification: Expiration Date:

Please list any driving violations incurred in the last two years:

How did you learn about this job opportunity?

Why do you want to work for Nature’s Kennel?

## Nature’s Kennel Policies

Nature’s Kennel is a drug-free company. Understand that random drug testing may be implemented at any time, and employees are required to comply or face immediate termination. The use, possession, manufacture, distribution, and/or sale of drugs on the company premises is grounds for immediate termination of employment. A positive test result is also grounds for immediate termination.

Nature’s Kennel has a “No Smoking” and “No Alcohol” policy for employees as follows: Smoking and alcohol are not allowed on company property. Smoking and alcohol products are never allowed inside company cabins and housing. Company property is defined as the following: kennel buildings (inside/outside), guide housing, dog yard, winter camp/Musher’s Village, company vehicles, and all land owned by Nature’s Kennel. This means that alcohol and cigarettes/cigars are NOT allowed on property. The use or possession of such products on company premises is grounds for immediate termination of employment. Understand that you may be living and working on company property 24 hours a day/6 days a week and smoking/alcohol consumption is NOT ALLOWED.

We provide room and board to our staff. “Board” consists of basic food that is stored and prepared in a communal setting. We strive to provide food that is healthy and nutritious, but cannot accommodate specialty diets (vegan, gluten-free, organic foods).

All of our positions have interactions with animals (dogs). Therefore, we are unable to accommodate, without undue hardship, those with allergies to dogs.

 By initialing here, I understand Nature’s Kennel is a drug free company. Nature’s Kennel does not allow smoking or alcohol on company property. Nature’s Kennel cannot accommodate specialty diets or those with allergies to dogs.

 Initials

Our staff positions are physically demanding. They are required to perform specific physical tasks that are required for the positions. These tasks include, but are not limited to, the following:

* Carrying 5 gallon buckets filled with water and/or food around dog lots ranging from 20-100 yards
* Handle physically strong dogs that can individually pull up to approximately 150 lbs.
* Have the ability to frequently lift and carry up to 65 lbs. Our guide staff must have the ability to lift

 and carry dogs as often as needed.

* Guide staff positions require employees to possess cardiovascular endurance because the staff must be able to get from one point to another very quickly.

 By initialing here, I understand the physical requirements of guide staff.

 Initials

If there is any additional information you would like to share with us, please do so here.

\*\*\*Questions regarding any of the following statements should be directed to Nature’s Kennel prior to signing below.\*\*\*

BY SIGNING BELOW, I CERTIFY THAT ALL ANSWERS GIVEN BY ME ARE TRUE, ACCURATE, AND COMPLETE. I UNDERSTAND THAT THE FALSIFICATION, MISREPRESENTATION, OR OMISSION OF FACT ON THE APPLICATION (OR ANY OTHER ACCOMPANYING DOCUMENT) OR DURING AN INTERVIEW WILL BE CAUSE FOR DENIAL OF EMPLOYMENT OR IMMEDIATE TERMINATION OF EMPLOYMENT, REGARDLESS OF WHEN OR HOW IT IS DISCOVERED.

By signing below, I acknowledge that Nature’s Kennel conducts reference checks as part of the recruitment process.

By signing below, I authorize the investigation of all statements and information contained in this application. I release from all liability anyone supplying such information, and I also release the employer from all liability that might result from an investigation.

By signing below, I acknowledge my understanding that if I am hired, I am expected to abide by all of the rules and regulations set forth by Nature’s Kennel. My signature indicates that I agree to do so, and I understand my failure to do so is grounds for immediate termination.

By signing below, I acknowledge I understand that the state of Michigan is an employment-at-will state. I understand that my employment can be terminated with or without cause, with or without notice, and/or with or without reason at any time, at the option of either myself or the company.

By signing below, I acknowledge that Nature’s Kennel is a drug-free company. I also understand random drug testing may be implemented at any time, and I am willing to comply. I understand the use, possession, manufacture, distribution, and/or sale of drugs on the company premises is grounds for immediate termination of employment. I understand a positive test result is grounds for immediate termination, and I understand the unwillingness to comply is also grounds for immediate termination.

By signing below, I acknowledge that Nature’s Kennel has a “No Smoking” and “No Alcohol” policy for employee. My signature indicates that I agree to abide by this policy. I understand that my failure to do so is grounds for immediate termination.

All applications will be given every consideration for employment. However, its receipt does not imply that the applicant will be employed.

By signing below, I acknowledge that I have read and understand the above statements and grant Nature’s Kennel permission to confirm that the information I provided to them on this application, as well as any supporting documents submitted by me, is true and accurate.

Applicant Signature:

Date: