

# Robert Smith

## Asst. Animal Care Attendant

### PERSONAL STATEMENT

To obtain an entry level position in the field of Customer Service where a great work ethic, solid personality, and strong analytical problem solving skills can add value to an organization.

### WORK EXPERIENCE

#### **Asst. Animal Care Attendant** **ABC Corporation - October 2012 - August 2013**

##### *Responsibilities:*

- Daily, thorough cleaning of all animal areas.
- Cleaning and upkeep both inside and outside of the facility including shoveling snow.
- Spot cleaning of animal and public areas throughout the day.
- Feeding and providing water for the animals, including providing special diets as needed.
- Socializing and grooming the animals as needed.
- Assessing the temperament of the animals to facilitate finding the best possible placement for each individual animal.
- Assisting with the movement of the animals throughout the shelter.

#### **Animal Care Attendant** **All Creatures Animal Clinic - 2009 - 2012**

##### *Responsibilities:*

- Walking, feeding, and medicating pets.
- Setting up boarders paper work for kennels.
- Laundry, basic cleaning , cleaning cats and dogs kennels and ISO kennels.
- Bringing pets from up front to the back as well as taking them up to go home.
- Nail trims, external anal gland expression, ear cleaning and baths including Lyme sulfur dips.
- Also can restrain cats and dogs for blood draws, nail trims, etc.
- Skills Used Cleaning, people skills, time management, restraint holds, leadership.

### Education

- July 2011(Harcum College)

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@qwikresume.com  
[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Manufacturing/Stocking.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)