



Dear Applicant,

Thank you for your interest in working with As You Wish Pet Sitters. This is an exciting new business opportunity that allows you freedom, rewards, income potential and personal creativity.

Enclosed in this packet are the following documents.

1. Application
2. Position Description Pages 2-16
3. An "As You Wish" Brochure

After reviewing the information you have received please mail this packet back to us. We will then contact you for an interview if you have the appropriate qualifications necessary for the positions that are currently available.

- 1. Read the job description detailing the position (s) you are interested in, sign it at the bottom and fill out the enclosed application(s).**
- 2. If you are applying for the overnight sitting position please *provide a minimum of two* names and numbers of pet owners who have had you care for their pets overnight (not crucial for daily pet visiting/walking positions but mandatory for those interested in overnight sits).**
- 3. Mail back the filled out applications within seven days.**
- 4. Once the applications are received and reviewed, individuals will be contacted for face to face interviews.**

Mail the packet back to:

As You Wish Pet Sitters
P.O. Box 631491
Littleton, Co 80163

Thank You,

Yvette Gonzales
Owner



Dog Walking Description Sheet

REQUIREMENTS

1. You must complete an initial interview (s) to meet the owner and dog(s) to see if it is a good fit for you and the pet as well as the potential family. You will not be compensated for the interview (s) as it is a chance to see if the dogs are a good match for you and vice versa.
2. You must have a deep love of dogs to apply for this position.
3. You must have a car, auto insurance and a clean mvr.
4. You must be able to self-manage.
5. You must be comfortable walking in heat, rain and snow and must own appropriate apparel—(i.e parkas, gloves, scarves, boots, raingear, etc.).
6. You must be available between 10:00 a.m. and 2:00 p.m., Monday through Friday.
7. You must be able to provide an approved method of securing all confidential information provided to you by pet owner and As You Wish.
8. You must walk dogs on the appropriate or designated leash.
9. You must carry pet waste bags and be able to clean up pet waste as occurs during the dog walk.
10. You must be able to administer first aid as necessary during the dog visit. This would include cuts to paws, feet, noses and/or insect bites, etc.
11. You must possess the ability to take detailed notes and communicate effectively in both written and oral form.
12. You must possess the ability to market your business to potential clients and business partners.
13. You must have a cell phone preferably with text message capability.

PHYSICAL DEMANDS

Activity Level: *Heavy*—Walk, lift, stoop, kneel, crouch, reach, handle, hear and see. *Occasional*—Lifting up to 35 lbs. (Lifting dog into and out of vehicle or if necessary)

Environment:—Outdoors in weather elements for 95% of the time.

*****ORDINARY DUTIES*****

Job description for Dog Walkers:

- Responsible for the safety and care of dog and for all other pets within the owner's home during the duration of the specific pet care visit.
- Responsible for care and safety of the home during the duration of the specific pet care visit.
- Responsible for the securing the personal data, house key or garage code provided to you by owner. This is highly confidential information and must be kept secure by you at all times while in your procession.
- Arrive at the time designated by the owner: A flexible window of time will be given to you by the owners in which to walk the dog. This is usually a 2 or 3-hour timeframe during mid-day hours (11-2 are the usual dog walk times).
- Follow the specific directions provided by the owner for the dog walk. This includes the type of leash, length of time for the walk, route for walk, etc.
- Be prepared for inclement weather such as rain and/or snow. Dogs still need to go out. Dogs won't need to go out the normal time of 30 or 45 minutes, you can walk them for 15 - 25 minutes.
- Evaluate severe inclement weather. If the temperature is below zero or above 100 degrees do not walk. Again dogs will still need to go out and you must spend the appropriate amount of time indoors with the dog.
- Evaluate your surroundings at all times. For your security as well as the dogs. Keep the dog you are walking away from other dogs under all circumstances, dog walking is our biggest liability and you're there to protect your clients and yourselves from liability.
- Responsible for cleaning the dog and floor(s) to ensure it is left in the same way you found it. If dog(s) and/or your shoes get dirty on a hike or walk please hose them off and towel dry them (you need to provide towels) before entering the house. The owner will thank you!

*****ADDITIONAL DUTIES AS REQUIRED*****

- Utilize a ** Dog-Friendly car when walking multiple dogs. You will initially start out with 1 or 2 dogs at a time to walk. If you want to walk more we can work you up to 3 dogs at a time. We at As You Wish do not walk more than 3 dogs at one time without another dog walker to help.
- As requested, provide the necessary food and water to dog during pet visit.
- As requested or necessary, the dog may require a brushing or bath due to the circumstances of the walk. (i.e. dog rolls in undesirable items/materials).

***Please be aware that dogs must be secured while traveling in a vehicle. A kennel or restraint system is required. Washable seat covers may be desired as the dog may shed hair in your car and/or may track mud in during the rainy/snowy season. A heavy blanket and towels are good items to bring with you to protect the vehicle. Size of car for transporting should be considered, larger dogs must be able to fit comfortably within the vehicle. Many dogs will need assistance entering the vehicle either by a ramp, or by your physical assistance. You must be able to lift or assist dog into the vehicle when necessary.*

***** EDUCATIONAL REQUIREMENTS*****

- Completion of Pet First Aid/CPR training course.
- As You Wish encourages on-going training in animal related behavior, a professional certification course or attendance at the annual NAPPS convention.

***** PAY SCHEDULE*****

½ hour walk ranges from \$11.90 – \$16.00
45 minute walk ranges from \$14.00- \$20.90

You will be classified as a licensee of As You Wish Pet Sitters. Therefore, you will pay a percentage of your total monthly revenue back to As You Wish. This is due on the 5th of each month along with a worksheet and all yellow contract copies collected from clients during the previous month.

I have read and understand the requirements listed above and I have asked any questions necessary to clarify the duties listed.

I have acknowledged the auto liability release form below for dog walking:

I have a car that is 'dog-friendly'. I agree not to hold As You Wish Pet Sitters and/or clients liable for any damage should any damage occur to my car while transporting dogs while serving as an As You Wish Pet Sitters Licensee.

Date _____

Signed _____

Print Full Name _____



Dog Running Description Sheet

*****REQUIREMENTS*****

1. You must complete an initial interview (s) to meet the owner and dog(s) to see if it is a good fit for you and the pet as well as the potential family. You will not be compensated for the interview (s) as it is a chance to see if the dogs are a good match for you and vice versa.
2. You must have a deep love of dogs to apply for this position.
3. You must have a car, auto insurance and a clean mvr.
4. You must be able to self-manage.
5. You must be comfortable running in heat, rain and snow and must own appropriate apparel—(i.e parkas, gloves, scarves, boots, raingear, etc.).
6. You must be available between 10:00 a.m. and 2:00 p.m., Monday through Friday.
7. You must be able to provide an approved method of securing all confidential information provided to you by pet owner and As You Wish.
8. You must run dogs on the appropriate or designated leash.
9. You must carry pet waste bags and be able to clean up pet waste as occurs during the dog walk.
10. You must be able to administer first aid as necessary during the dog visit. This would include cuts to paws, feet, noses and/or insect bites, etc.
11. You must possess the ability to take detailed notes and communicate effectively in both written and oral form.
12. You must possess the ability to market your business to potential clients and business partners.
13. You must have a cell phone preferably with text message capability.

*****PHYSICAL DEMANDS*****

Activity Level: *Heavy*—Run, lift, stoop, kneel, crouch, reach, handle, hear and see. *Occasional*—Lifting up to 35 lbs. (Lifting dog into and out of vehicle or if necessary)

Environment:—Outdoors in weather elements for 95% of the time.

*****ORDINARY DUTIES*****

Job description for Dog Runners:

- Responsible for the safety and care of dog and for all other pets within the owner's home during the duration of the specific pet care visit.
- Responsible for care and safety of the home during the duration of the specific pet care visit.
- Responsible for the securing the personal data, house key or garage code provided to you by owner. This is highly confidential information and must be kept secure by you at all times while in your procession.
- Arrive at the time designated by the owner: A flexible window of time will be given to you by the owners in which to run the dog. This is usually a 2 or 3-hour timeframe during mid-day hours (11-2 are the usual dog walk times).
- Follow the specific directions provided by the owner for the dog run. This includes the type of leash, length of time for the run, route for run, etc.
- Be prepared for inclement weather such as rain and/or snow. Dogs still need to go out. Dogs won't need to go out the normal time of 30 or 45 minutes, you can walk them for 15 - 25 minutes.
- Evaluate severe inclement weather. If the temperature is below zero or above 100 degrees do not run. Again dogs will still need to go out and you must spend the appropriate amount of time indoors with the dog.
- Evaluate your surroundings at all times. For your security as well as the dogs. Keep the dog you are running away from other dogs under all circumstances, dog running/ walking is our biggest liability and you're there to protect your clients and yourselves from liability.
- Responsible for cleaning the dog and floor(s) to ensure it is left in the same way you found it. If dog(s) and/or your shoes get dirty on a hike or walk please hose them off and towel dry them (you need to provide towels) before entering the house. The owner will thank you!

*****ADDITIONAL DUTIES AS REQUIRED*****

- Utilize a ** Dog-Friendly car when running multiple dogs. You will initially start out with 1 or 2 dogs at a time to run. If you want to run more we can work you up to 3 dogs at a time. We at As You Wish do not run more than 3 dogs at one time without another dog runner to help.
- As requested, provide the necessary food and water to dog during pet visit.
- As requested or necessary, the dog may require a brushing or bath due to the circumstances of the walk. (i.e. dog rolls in undesirable items/materials).

***Please be aware that dogs must be secured while traveling in a vehicle. A kennel or restraint system is required. Washable seat covers may be desired as the dog may shed hair in your car and/or may track mud in during the rainy/snowy season. A heavy blanket and towels are good items to bring with you to protect the vehicle. Size of car for transporting should be considered, larger dogs must be able to fit comfortably within the vehicle. Many dogs will need assistant entering the vehicle either by a ramp, or by your physical assistance. You must be able to lift or assist dog into the vehicle when necessary.*

***** EDUCATIONAL REQUIREMENTS*****

- Completion of Pet First Aid/CPR training course.
- As You Wish encourages on-going training in animal related behavior, a professional certification course or attendance at the annual NAPPS convention.

*****PAY SCHEDULE*****

½ hour run ranges from \$16.10 – \$22.40
45 minute run ranges from \$19.60- \$28.00

You will be classified as a licensee of As You Wish Pet Sitters. Therefore, you will pay a percentage of your total monthly revenue back to As You Wish. This is due on the 5th of each month along with a worksheet and all yellow contract copies collected from clients during the previous month.

I have read and understand the requirements listed above and I have asked any questions necessary to clarify the duties listed.

I have acknowledged the auto liability release form below for dog walking:

I have a car that is 'dog-friendly'. I agree not to hold As You Wish Pet Sitters and/or clients liable for any damage should any damage occur to my car while transporting dogs while serving as an As You Wish Pet Sitters Licensee.

Date _____

Signed _____

Print Full Name _____



Overnight Pet/House Sitter Description Sheet

*****REQUIREMENTS*****

1. You must be available nights, weekends and holidays to apply for this position.
2. You must be at client's home by 6pm – 7am.
3. You must commit to work for As You Wish for at least 6 months to apply for this position.
4. You must be available to sit for both short (1-2) nights to long (7-14) nights.
5. You must provide two (2) local house-sitting references to apply for this position.
6. You must complete an initial interview (s) to meet the owner and dog(s) to see if it is a good fit for you and the pet as well as the potential family. You will not be compensated for the interview (s) as it is a chance to see if the dogs are a good match for you and vice versa.
7. You must have a deep love of animals to apply for this position.
8. You must have a car, auto insurance and a clean mvr.
9. You must be able to self-manage.
10. You must be able to provide an approved method of securing all confidential information provided to you by pet owner and As You Wish.
11. You must be able to walk dogs on the appropriate or designated leash.
12. You must carry pet waste bags and be able to clean up pet waste as occurs during the dog walk.
13. You must be able to administer first aid as necessary during the dog visit. This would include cuts to paws, feet, noses and/or insect bites, etc.
14. You must possess the ability to take detailed notes and communicate effectively in both written and oral form.
15. You must possess the ability to market your business to potential clients and business partners.
16. You must have a cell phone preferably with text message capability

*****PHYSICAL DEMANDS*****

Activity Level: *Medium*—Walk, lift, stoop, kneel, crouch, reach, handle, hear and see. *Occasional*—Lifting up to 35 lbs. (Lifting dog into and out of vehicle or if necessary)

Environment:—Indoors for 95% of the time

*****ORDINARY DUTIES*****

Job description for Overnight Pet/House Sitters:

- Responsible for the safety and care of dog and for all other pets within the owner's home during the duration of the specific pet care visit.
- Responsible for care and safety of the home during the duration of the specific pet care visit.
- Responsible for the securing the personal data, house key or garage code provided to you by owner. This is highly confidential information and must be kept secure by you at all times while in your procession.
- Arrive at the time designated by the owner: You are required to feed the animals by 6pm and return to home by 8pm and stay through the night until 7am.
- Follow the specific directions provided by the owner for the pet sit. This includes the type of food to fed, any medications to be administered, activities and the limits thereof, security of the client's home and any required maintenance practices.
- Evaluate your surroundings at all times. For your security as well as the pets no visitors will be allowed to enter home while you are staying there.
- Responsible for cleaning the dog and floor(s) to ensure it is left in the same way you found it. If dog(s) and/or your shoes get dirty on a hike or walk please hose them off and towel dry them (you need to provide towels) before entering the house. You are not required to clean the house but we ask that you clean up after yourself and leaving it looking at least the way you found it. Sheets will be clean on bed for you. Please wash them and put clean sheets back on bed before you leave. The owner will thank you!
- Please do not use client's computer for any reason even if they say it is okay. You are welcome to bring your own computer and discuss with client how to connect your computer to the internet during your stay.

*****ADDITIONAL DUTIES AS REQUIRED*****

- As requested, provide the necessary food and water to dog during pet visit. As requested or necessary, the dog may require a brushing or bath due to the circumstances of the walk. (i.e. dog rolls in undesirable items/materials).
- As requested, plant care and household chores i.e. taking out garbage, clearing walks, gathering the mail and newspaper may be necessary.

*****EDUCATIONAL REQUIREMENTS*****

- Completion of Pet First Aid/CPR training course.
- As You Wish encourages on-going training in animal related behavior, a professional certification course or attendance at the annual NAPPS convention.

*****PAY SCHEDULE*****

Overnights \$45.50 per night

You will be classified as a licensee of As You Wish Pet Sitters. Therefore, you will pay a percentage of your total monthly revenue back to As You Wish. This is due on the 5th of each month along with a worksheet and all yellow contract copies collected from clients during the previous month.

I have read and understand the requirements listed above and I have asked any questions necessary to clarify the duties listed.

I have acknowledged the auto liability release form below for dog walking:

I have a car that is 'dog-friendly'. I agree not to hold As You Wish Pet Sitters and/or clients liable for any damage should any damage occur to my car while transporting dogs while serving as an As You Wish Pet Sitters Licensee.

Date _____

Signed _____

Print Full Name _____

Local references:

Name: _____

Phone: _____

Name: _____

Phone: _____

overnight



Day Sitter Description Sheet

*****REQUIREMENTS*****

1. You must be available days, weekends and holidays to apply for this position.
2. You must be available from 8am – 6pm. Most of the sits will be 8am-6pm however there may be instances where the homeowner would like you do stay longer or overnight. Please note: if you have a time conflict with this please let us know, we can usually work it out with the client if we know in advance.
3. You must commit to work for As You Wish for at least 6 months to apply for this position.
4. You must be available to sit for both short and long duration assignments.
5. You must provide two (2) local house-sitting references to apply for this position.
6. You must complete an initial interview (s) to meet the owner and dog(s) to see if it is a good fit for you and the pet as well as the potential family. You will not be compensated for the interview (s) as it is a chance to see if the dogs are a good match for you and vice versa.
7. You must have a deep love of animals to apply for this position.
8. You must have a car, auto insurance and a clean mvr.
9. You must be able to self-manage.
10. You must be able to provide an approved method of securing all confidential information provided to you by pet owner and As You Wish.
11. You must be able to walk dogs on the appropriate or designated leash.
12. You must carry pet waste bags and be able to clean up pet waste as occurs during the dog walk.
13. You must be able to administer first aid as necessary during the dog visit. This would include cuts to paws, feet, noses and/or insect bites, etc.
14. You must possess the ability to take detailed notes and communicate effectively in both written and oral form.
15. You must possess the ability to market your business to potential clients and business partners.
16. You must have a cell phone preferably with text message capability

*****PHYSICAL DEMANDS*****

Activity Level: *Medium*—Walk, lift, stoop, kneel, crouch, reach, handle, hear and see. *Occasional*—Lifting up to 35 lbs. (Lifting dog into and out of vehicle or if necessary)

Environment:—Indoors for 95% of the time

*****ORDINARY DUTIES*****

Job description for Day Sitters:

- Responsible for the safety and care of dog and for all other pets within the owner's home during the duration of the specific pet care visit.
- Responsible for care and safety of the home during the duration of the specific pet care visit.
- Responsible for the securing the personal data, house key or garage code provided to you by owner. This is highly confidential information and must be kept secure by you at all times while in your procession.
- Arrive at the time designated by the owner:
- Follow the specific directions provided by the owner for the pet sit. This includes the type of food to fed, any medications to be administered, activities and the limits thereof, security of the client's home and any required maintenance practices.
- Evaluate your surroundings at all times. For your security as well as the pets no visitors will be allowed to enter home while you are staying there.
- Responsible for cleaning the dog and floor(s) to ensure it is left in the same way you found it. If dog(s) and/or your shoes get dirty on a hike or walk please hose them off and towel dry them (you need to provide towels) before entering the house. You are not required to clean the house but we ask that you clean up after yourself and leaving it looking at least the way you found it. The owner will thank you!
- Please do not use client's computer for any reason even if they say it is okay. You are welcome to bring your own computer and discuss with client how to connect your computer to the internet during your stay.

*****ADDITIONAL DUTIES AS REQUIRED*****

- As requested, provide the necessary food and water to dog during pet visit. As requested or necessary, the dog may require a brushing or bath due to the circumstances of the walk. (i.e. dog rolls in undesirable items/materials).
- As requested, plant care and household chores i.e. taking out garbage, clearing walks, gathering the mail and newspaper may be necessary.
- Most day sits are for animals with special needs i.e. puppies, elderly dogs, those recovering from surgery, we prefer to hire sitters who are available for the duration of those sits.

*****EDUCATIONAL REQUIREMENTS*****

- Completion of Pet First Aid/CPR training course.
- . As You Wish encourages on-going training in animal related behavior, a professional certification course or attendance at the annual NAPPS convention.

*****PAY SCHEDULE*****

4 hour sit - \$31.50 per day
8 hour sit - \$45.50
24 hour sit - \$63 per day

You will be classified as a licensee of As You Wish Pet Sitters. Therefore, you will pay a percentage of your total monthly revenue back to As You Wish. This is due on the 5th of each month along with a worksheet and all yellow contract copies collected from clients during the previous month.

I have read and understand the requirements listed above and I have asked any questions necessary to clarify the duties listed.

Date _____

Signed _____

Print Full Name _____



Pet Sitter Description Sheet

REQUIREMENTS

1. You must be available days, weekends and holidays to apply for this position.
2. You must be available from 6am – 9pm. Most of the sits will be 7am-8pm however there may be instances where the homeowner would like you to visit at different times. Please note: if you have a time conflict with this please let us know, we can usually work it out with the client if we know in advance.
3. You must commit to work for As You Wish for at least 6 months to apply for this position.
4. Visit times are 30-45 minutes (dogs) and 25-30 minutes for cats.
5. You must respect client confidentiality. Do not bring your friends or children to the house or tell anyone that a particular client is away.
6. You must complete an initial interview (s) to meet the owner and dog(s) to see if it is a good fit for you and the pet as well as the potential family. You will not be compensated for the interview (s) as it is a chance to see if the dogs are a good match for you and vice versa.
7. You must have a deep love of animals to apply for this position.
8. You must have a car, auto insurance and a clean mvr.
9. You must be able to self-manage.
10. You must be able to provide an approved method of securing all confidential information provided to you by pet owner and As You Wish.
11. You must be able to walk dogs on the appropriate or designated leash.
12. You must carry pet waste bags and be able to clean up pet waste as occurs during the dog walk.
13. You must be able to administer first aid as necessary during the dog visit. This would include cuts to paws, feet, noses and/or insect bites, etc.
14. You must possess the ability to take detailed notes and communicate effectively in both written and oral form.
15. You must possess the ability to market your business to potential clients and business partners.
16. You must have a cell phone preferably with text message capability

*****PHYSICAL DEMANDS*****

Activity Level: *Medium*—Walk, lift, stoop, kneel, crouch, reach, handle, hear and see. *Occasional*—Lifting up to 35 lbs. (Lifting dog into and out of vehicle or if necessary)

Environment:—Indoors for 95% of the time

*****ORDINARY DUTIES*****

Job description for Pet Sitters:

- Responsible for the safety and care of dog and for all other pets within the owner's home during the duration of the specific pet care visit.
- Responsible for care and safety of the home during the duration of the specific pet care visit.
- Responsible for the securing the personal data, house key or garage code provided to you by owner. This is highly confidential information and must be kept secure by you at all times while in your possession.
- Arrive at the time designated by the owner: Pet sitting visits times are usually done at roughly the same time each day to keep the continuity for the dogs, cats and/or birds. Most cat visits are once a day and that time can (usually) be whenever works into your schedule. If the visits are twice a day for dogs and cats then please do one visit in the morning between 7-9 a.m. and one visit in the early evening (6-8 p.m.) unless the client requests something different.
- Follow the specific directions provided by the owner for the pet sit. This includes the type of food to feed, any medications to be administered, activities and the limits thereof, security of the client's home and any required maintenance practices.
- The time will be spent walking the dogs, feeding the animals, cleaning up any messes you (or they) have made (counter and spoons cleaned), scooping the litter box daily, mail and paper pickup, and doing any light watering for indoor/outdoor plants. If you have time left over you can just sit with the dogs and/or cats and play with and pet them.
- Evaluate your surroundings at all times. For your security as well as the pets no visitors will be allowed to enter home while you are staying there.
- Responsible for cleaning the dog and floor(s) to ensure it is left in the same way you found it. If dog(s) and/or your shoes get dirty on a hike or walk please hose them off and towel dry them (you need to provide towels) before entering the house. You are not required to clean the house but we ask that you clean up after yourself and leaving it looking at least the way you found it. The owner will thank you!

*****ADDITIONAL DUTIES AS REQUIRED*****

- As requested, provide the necessary food and water to dog during pet visit. As requested or necessary, the dog may require a brushing or bath due to the circumstances of the walk. (i.e. dog rolls in undesirable items/materials).
- As requested, plant care and household chores i.e. taking out garbage, clearing walks, gathering the mail and newspaper may be necessary.

***** EDUCATIONAL REQUIREMENTS*****

- Completion of Pet First Aid/CPR training course.
- As You Wish encourages on-going training in animal related behavior, a professional certification course or attendance at the annual NAPPS convention.

***** PAY SCHEDULE*****

Varies by number and type of pets as well as number of visits per day

- You will be classified as a licensee of As You Wish Pet Sitters. Therefore, you will pay a percentage of your total monthly revenue back to As You Wish. This is due on the 5th of each month along with a worksheet and all yellow contract copies collected from clients during the previous month.

I have read and understand the requirements listed above and I have asked any questions necessary to clarify the duties listed.

Date _____

Signed _____

Print Full Name _____