

Matthew

Objective

To achieve gainful part-time employment working with and around animals

Education

HIGH SCHOOL DIPLOMA | MAY 2016 | TOPEKAWEST HIGH SCHOOL

Work Experience

KENNEL TECH | HELPING HAND HUMANE SOCIETY | 11/2016 - 1/2017

ANIMAL CARE SPECIALIST/VOLUNTEER | HELPING HANDS HUMANE SOCIETY | 08/2012 - 03/2016

- Feed and water animals according to schedules and feeding instructions
- Mix food, liquid formulas, medications, or food supplements according to instructions, prescriptions and knowledge of animal species
- Examine and observe animals to detect signs of illness, disease, or injury
- Provide treatment to sick or injured animals, or contact veterinarians to secure treatment
- Do facility laundry and clean, organize, maintain, and disinfect animal quarters, such as pens and equipment
- Perform animal grooming duties, such as washing, brushing, clipping, and trimming coats
- Respond to questions from patrons, and provide information about animals, such as behavior, habitat, breeding habits or facility activities
- Exercise animals to maintain their physical and mental health, noting any behavioral issues that needed to be handled
- Train animals to perform certain tasks and socialize them so that they may be adaptable

STOCK CLERK/VOLUNTEER | GOODWILL INDUSTRIES | 08/2015 - 01/2016

- Pack and unpack items to be stocked on shelves in stockroom, warehouses
- Store items in an orderly and accessible manner in warehouses, tool rooms, supply rooms or other areas
- Examine and inspect stock items for wear or defects, reporting any damage to supervisors
- Receive and count stock items, and record data manually or using computer
- Mark stock items using identification tags, stamps, electronic marking tools, or other labeling equipment