



215 C Street, Suite 301, Davis, CA 95616
phone (530) 753-4285
fax (530) 753-4055

Employment Application

Please Print

Date Last Name First Name Middle

Address

No. & Street City State Zip
Permanent Address if different from current address

No. & Street City State Zip
Home Phone Cell Phone Work Phone
Home / Cell / Work
Preferred phone contact (circle)

E-mail (required)

We will use e-mail as a primary method of contact unless you specify otherwise.

Please contact me by ...

How did you hear about this position and VDx?

If hired, would you have a reliable means of transportation to and from work? . [ ] Yes [ ] No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age.) [ ] Yes [ ] No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? [ ] Yes [ ] No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? [ ] Yes [ ] No

If no, describe the functions that cannot be performed.

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions. Hire may be subject to passing a medical examination, and to skill and agility tests.)

**Education, Training and Experience**

School	Name and Address	No. of years Completed	Graduation date or expected	Degree or Diploma
<b>High School</b>	Name _____	_____	N/A	_____
	Address _____			GPA _____
	City _____ State _____ Zip _____			
<b>College/ University</b>	Name _____	_____	_____	_____
	Address _____			GPA _____
	City _____ State _____ Zip _____			
	Degree obtained _____		Major/Minor _____	
<b>College/ University</b>	Name _____	_____	_____	_____
	Address _____			GPA _____
	City _____ State _____ Zip _____			
	Degree obtained _____		Major/Minor _____	
<b>Vocational/ Business</b>	Name _____	_____	_____	_____
	Address _____			GPA _____
	City _____ State _____ Zip _____			

**Employment History**

List below all present and past employment starting with your most recent employer (last five years is sufficient). Account for all periods of unemployment. You must complete this section even if attaching a resume.

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Name of Employer	( )	Telephone No.
Type of Business	Your Supervisor's Name	
Address & Street	City	State Zip
Date of Employment:	From	To

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Your Position and Duties

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Reason for Leaving

May we contact this employer for a reference? .....  Yes  No

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Name of Employer	( )	Telephone No.
Type of Business	Your Supervisor's Name	
Address & Street	City	State Zip
Date of Employment:	From	To

---

Your Position and Duties

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Reason for Leaving

May we contact this employer for a reference? .....  Yes  No

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Name of Employer	( )	Telephone No.
Type of Business	Your Supervisor's Name	
Address & Street	City	State Zip
Date of Employment:	From	To

---

Your Position and Duties

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Reason for Leaving

May we contact this employer for a reference? .....  Yes  No

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Note: Attach additional page(s) if necessary.

**References**

List below three persons not related to you, who we may contact, and who have knowledge of your work performance within the last three years.

_____	_____	(____) _____
First Name	Last Name	Telephone No
_____	_____	_____
Address & Street	City	State Zip
_____		
Occupation		
_____	_____	
Manner of acquaintance	How long acquainted	

_____	_____	(____) _____
First Name	Last Name	Telephone No
_____	_____	_____
Address & Street	City	State Zip
_____		
Occupation		
_____	_____	
Manner of acquaintance	How long acquainted	

_____	_____	(____) _____
First Name	Last Name	Telephone No
_____	_____	_____
Address & Street	City	State Zip
_____		
Occupation		
_____	_____	
Manner of acquaintance	How long acquainted	

**Please Read Carefully, Initial Each Paragraph and Sign Below**

\_\_\_\_\_  
Initials I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

\_\_\_\_\_  
Initials I hereby authorize the company to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

\_\_\_\_\_  
Initials I understand that nothing contained in the application, or conveyed during any interview, which may be granted, or during my employment, if hired, is intended to create an employment contract between the company and me. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

\_\_\_\_\_  
Initials Should a search of public records (including records documenting an arrest, indictment, conviction, civil judicial action, tax lien, or outstanding judgment) be conducted by internal personnel employed by the company, I am entitled to copies of any such public records obtained by the Company unless I mark the check box below. If I am not hired as a result of such information, I am entitled to a copy of any such records even though I have checked the box below.

I waive receipt of a copy of any public record described in the paragraph above.

\_\_\_\_\_  
Initials VDX is a drug-free workplace. Employees are subject to testing for drug or alcohol use in violation of company policy upon reasonable suspicion. I agree to submit to legally permissible drug testing upon an offer of employment from VDX Veterinary Diagnostics and prior to starting work. I agree that any offer of employment is contingent upon my receiving a negative test result.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Please print name

## HISTOLOGY TECHNICIAN

### COMPANY DESCRIPTION

VDx is the leading veterinary pathology laboratory in Northern California. Established in 2001, VDX has built a reputation of superior pathologic evaluation with fast turnaround times and customer service which exceed client expectations. We specialize in processing and evaluation of surgical samples from veterinary patients and provide clinicians the information needed to diagnose and treat their patients. VDX also plays a critical role in the ever-growing research field, assisting in safety and efficacy evaluation of new medical treatments and devices for FDA approval.

Our company culture focuses on building a staff of high character individuals that enjoy providing our clients reliable top-quality results and exceptional customer service, while taking pride and ownership in being a key member of the team. Opportunities for growth within the company are available for outstanding, dedicated team members.

For further information, please visit our website: <http://www.vdxpathology.com>.

### POSITION DESCRIPTION

#### Histology Technician

Primary job duties include processing veterinary biopsy and research specimens, including embedding, cutting and staining histology slides, for microscopic evaluation. Other duties include reagent preparation and departmental equipment maintenance. Specific responsibilities will vary depending on when your shifts are scheduled.

Laboratory work may include daily exposure to chemicals and materials such as formalin, xylene, alcohol, latex, and other laboratory chemicals as well as biologic (animal) specimens of a potentially infectious nature.

**Comprehensive training is provided for this position. Due to the training required for this position, VDX requests that candidates who apply be willing to make at least a 2-year commitment for this position. Persons who are not willing to make a 2-year commitment should not apply.**

### JOB REQUIREMENTS

### ***Personal Qualifications***

Ideal candidates should enjoy working in a dynamic team environment with a wide variety of responsibilities. Individuals with outstanding attention to detail, strong work ethic and sense of initiative will excel in this position. Experience in histology, with or without ASCP histology certification is desirable but training is available for applicants with little to no prior experience.

### ***Education and Experience Qualifications***

- Bachelor's Degree (or HTL) – required
- Understanding of biological science, anatomy, physiology, medical terminology - desired
- Experience with dissection (e.g., anatomy lab, necropsy) - desired
- Experience with basic laboratory techniques - required
- Knowledge of histology (microscopic anatomy) - desired
- Proficiency with Microsoft Office (Word, Excel) - required

### **HOURS & SCHEDULE**

The available position is full-time, morning shift. General work hours vary slightly with shifts between 4:30 am and 5:00 am, Monday-Friday. Some occasional weekend or overtime may be required. Coverage of holidays may also be required and is based on workload and staffing. **The position is available immediately.**

### **WAGE AND BENEFITS**

This is a career opportunity position with competitive salary and benefits. Starting wages for candidates depends on experience. For those with a bachelor's degree, but no histology work experience, comprehensive training will be provided with a starting wage of \$21.00/hour (*current pay scale \$21.00-\$27.00*). For applicants with a current HT/HTL certificate a competitive wage adjustment is available depending on experience. Benefits include medical insurance, dental and vision options, health savings account, disability insurance, paid vacation, paid holidays, and participation in the Company's 401(k) and Profit-Sharing Plan.

### **APPLICATION PROCEDURE**

To apply for this position, please complete the VDx Employment Application **and** the Application Supplement below. Please submit a completed, signed application, (including the names of three work-related references), supplemental questions, and a copy of your resume/CV to:

**Email:** [Hiring@VDxpathology.com](mailto:Hiring@VDxpathology.com)

*or Drop off/Mail to VDx, 215 C Street, Suite 301 (Arbor Building, 3<sup>rd</sup> floor), Davis, CA*

*or Fax to (530) 753-4055*

*All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identify or national origin.*

**APPLICATION SUPPLEMENT**

**What are your career goals? If uncertain, in what fields are you interested?**

**Have you applied, or do you plan to apply, to any graduate programs (veterinary, medical, dental, pharmacy, Masters or PhD programs)?**

Yes, I plan to apply for admission (Month/Year): \_\_\_\_\_

No, I do not have plans for grad school.

**Do you or will you have another activity (i.e., job, internship, etc) that will present a conflict with the required work schedule? Please explain.**

**What is your schedule availability currently? Will this change in the next 3 months?**

**If you were offered this position, would you be able to make a 2-year commitment?**

Yes

No

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**Have you taken any coursework in: (List course names, not numbers)**

**Human or animal anatomy?**     Yes     No

**Human or animal physiology?**     Yes     No

**Other biological sciences? Provide Detail.**

**Describe your previous experience in which you used knowledge or terminology of human or animal anatomy, physiology or other biological sciences?**

**Describe your previous experience in which you used knowledge or training in laboratory techniques?**



**Are you comfortable handling very small, fragile, anatomic specimens?**

**Describe an activity that you have participated in that requires fine motor skills?**

**What is your preferred role on a team and what teamwork means to you?**

**Describe your ideal work environment.**

**What do you value in your work relationships?**

**Describe a time when you have had a conflict with a coworker and what you did to resolve it?**

**Describe a time in which you had difficulty mastering a skill/job/hobby and what the experience was like for you.**

**Describe a time when you received constructive feedback for your work and how you utilized this feedback to improve your performance.**

**Describe a time you participated in a group endeavor. What was your role and what was the outcome? Were you satisfied with the experience?**

**Is there anything else you would like us to know about you?**