



Thank you for your interest in working with Jill's Next Door Dog Walking & Pet Services! Below you will find more information about the opportunity we have along with descriptions. Please read through this as it has a lot of valuable information!

### **Pet Sitter Description:**

- Receive pet care assignments from Jill's Next Door Dog Walking & Pet Services, LLC via email, text messaging, and through a scheduling software called Time to Pet.
- Perform mid-day daily dog walking assignments between 10 AM and 4 PM.
- Perform overnight service starting between 5-7pm and ending between 7-10 AM.
- Perform customized pet sitting visits throughout the day, including mornings and evenings.
- Remain in text or email contact with the client via Time to Pet.
- Feed pets each visit (if requested by client) refresh water all visits.
- Give pets potty breaks, walks and/or clean litter boxes.
- Clean up all pet related accidents or mess.
- Administer prescribed pet medications (if trained and applicable).
- Provide care, play, love and attention to our clients' fur babies.
- Send reports immediately after every visit in real time through Time to Pet including pictures of pets from the visit.
- Stay for the duration of requested visit.
- Remain mindful of pet's safety and do not interact with other dogs.
- Dogs remain on leash outdoors and all poop must be disposed of in a bag outside the home.
- Retrieve mail, packages, and newspapers and bring them inside client's home.
- Rotate interior and exterior home lighting (if needed).
- Tidy up pets' direct living quarters.
- Secure home as instructed.

### **Position Requirements:**

- Must be natural care takers, love pets, and have pet experience.



- Must have an insured, licensed, reliable car and hold a valid Florida driver's license.
- Must provide proof of U.S citizenship and present valid photo identification.
- Must be willing to undergo and pass a comprehensive criminal background check.
- Must have a flexible schedule.
- Must understand the IC contract, laws, and Code of Ethics.
- Must be able to walk long periods of time and lift at least 30 pounds.
- Must be able to walk dogs and be outdoors in all SAFE weather conditions.
- Must be willing to pick-up dog poop and clean up litter boxes.
- Must possess excellent written and texted English communication skills.
- Must be well groomed, neat, tidy and refrain from smoking as well as profanity and vulgarity while working.
- Must be respectful of Jill's Next Door Dog Walking & Pet Services' clients, their homes, their property, and their privacy, and be neat and tidy while working and staying overnight inside the client's home.
- Must have access to the internet to receive assignments and have Time to Pet and text messaging on their cell phone for full assignment coverage.
- Must be willing to drive the coverage area.
- Must be willing to make at least a 6 month independent contractor commitment to work with Jill's Next Door Dog Walking & Pet Services' LLC and be willing to sign a Non-Disclosure/Non-Solicitation/IC Agreement as a condition of independent contractor relationship.

### **Skill Set:**

- Pet sitting and/or in-home pet care experience a plus.
- Veterinary technician or pet certification is a plus.
- Dog training is a plus.
- Experience administering pet shots, pills, salves, and/or pet physical therapy is a plus.
- Detail oriented and organized.
- Ability to address stressful situations with tact and without alarming clients, veterinary medical professionals, or pets.

### **Additional Information:**



Pet sitters are paid as Independent Contractors once a week. All pet visitations must be reported to Jill's Next Door Dog Walking & Pet Services.

Pet sitters will be issued a 1099 and will be responsible for paying their own taxes.

Independent Contractor Agreement with Non-Disclosure/Non-Solicitation clause to be signed prior to being contracted as a pet sitter for Jill's Next Door Dog Walking & Pet Services.

This is an opportunity to service specific clients, with no guaranteed or set hours of any kind. More opportunities may come up based on the level of service you supply and as services become available within our coverage area.

Solicitation for business is acceptable on behalf of Jill's Next Door Dog Walking & Pet Services, however, any free-lance visitations using the name of Jill's Next Door Dog Walking & Pet Services' is strictly forbidden and will be subject to prosecution.

Jill's Next Door Dog Walking & Pet Services communicates through Time to Pet scheduling software, text messaging, and phone calls. If you turn off your phone or do not readily and immediately respond to text messaging using proper grammar and etiquette, this position is not for you.