



Lionel Park

Pet Sitter Supervisor

Certified Professional Pet Sitter with 6 years of experience coordinating in-home animal care across rural and vacation-home accounts. Built 37 personalized pet care plans covering feeding, medication, and behavioral needs while supervising teams and maintaining extended incident-free streaks. Skilled in PetDesk, Pawtrack, and Microsoft Excel for visit tracking, team scheduling, and client communication.

CONTACT INFORMATION

 (608) 555-0111

 lionel.park@example.com

 Baraboo, WI

KEY SKILLS

- Pet Care Plan Development
- Team Scheduling
- PetDesk
- Pawtrack
- Microsoft Excel
- Animal Behavior Assessment
- Client Communication
- CPR and Pet First Aid
- Incident Reporting
- Home Safety Inspections

PROFESSIONAL EXPERIENCE

2023 - Present

Pet Sitter Supervisor | Driftless Valley Pet Services, Baraboo, WI

- Supervise 23 weekly visits by coordinating a team of 4 sitters across residential and vacation-home accounts in Sauk County
- Created 19 personalized pet care plans covering feeding schedules, medication notes, and behavioral triggers for new client onboarding
- Maintained a 214-day incident-free streak by conducting weekly safety walkthroughs and updating emergency protocols in PetDesk
- Compiled visit reports and team schedules in Microsoft Excel, reducing scheduling conflicts from 6 per month to 1

2021 - 2023

Pet Sitter | Prairie Paws Companion Care, Reedsburg, WI

- Built 18 pet care plans detailing dietary needs, exercise routines, and grooming instructions for cats, dogs, and rabbits
- Logged visit notes and tracked pet activity using Pawtrack, averaging 17 visits supervised per week during peak travel season
- Followed documented handling procedures and conducted home hazard checks before each visit
- Communicated daily photo and status updates to owners via smartphone, completing each update within 8 minutes of visit close

2020 - 2021

Junior Pet Sitter | Bluff Country Animal Companions, Spring Green, WI

- Provided in-home feeding, exercise, and companionship for an average of 9 pets per day across 3 neighboring towns
- Recorded detailed care notes and followed 12 existing pet care plans to maintain owner-specified routines
- Sent clients photo updates and arrival times after every visit

EDUCATION

BS, Animal Science

University of Wisconsin-Madison, Madison, WI | 2016 - 2020

CERTIFICATIONS

Certified Professional Pet Sitter, Pet Sitters International, 2021