



Red River Zoo Application for Employment

PLEASE READ BEFORE COMPLETING THIS APPLICATION. All qualified applications will receive equal consideration. The Red River Zoo does not discriminate in hiring or terms and conditions of employment on the basis of race, color, religion, national origin, sex, age, disability, military service, sexual orientation or any other status protected by applicable federal, state or local laws. Please advise us if any accommodation is needed to participate in the application process.

PERSONAL		
NAME		
MAILING ADDRESS		
CITY	STATE	ZIP
PHONE - HOME	PHONE - WORK	

GENERAL INFORMATION							
POSITION DESIRED							
SALARY/WAGE DESIRED:		DATE AVAILABLE FOR WORK:			NUMBER OF HOURS DESIRED EACH WEEK:		
DO YOU HAVE RELIABLE TRANSPORTATION TO GET YOU TO AND FROM WORK?				YES	NO		
AGE: ARE YOU AT LEAST 16 YEARS OLD?		YES	NO		IF NO, STATE AGE:		
ARE YOU AT LEAST 18 YEARS OLD?		YES	NO				
ARE YOU LEGALLY AUTHORIZED TO WORK IN THE UNITED STATES?				YES	NO		
If you are hired, you will be required to furnish documents to verify your eligibility for employment in accordance with the Immigration Reform and Control Act and your employment will be contingent upon furnishing such documents.							
PLEASE INDICATE SCHEDULE AVAILABILITY (HOURS AVAILABLE)	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
From							
To							
NOTE: Although the Zoo makes an effort to accommodate individual preferences, business needs may at times require the following conditions of employment: a rotating work schedule and a work schedule other than Monday through Friday. There is no guarantee of fixed hours. Additionally, the Zoo has certain mandatory 'All Staff' events that will be covered during orientation.							
The Red River Zoo 'summer' season runs from late April through late October, and the Zoo is open from 10:00 a.m. to 7:00 p.m., seven days a week.							

WORK EXPERIENCE

List your previous experience beginning with your most recent position. If additional space is needed, attach a supplemental sheet.

1	EMPLOYER	
ADDRESS (Street, City, State, Zip)		PHONE
STARTING POSITION		STARTING WAGE
LAST POSITION		FINAL WAGE
DATES EMPLOYED	FROM	TO
IMMEDIATE SUPERVISOR		
DUTIES		
WERE YOU TERMINATED? YES NO EXPLAIN REASONS/CIRCUMSTANCES FOR LEAVING		
3	EMPLOYER	
ADDRESS (Street, City, State, Zip)		PHONE
STARTING POSITION		STARTING WAGE
LAST POSITION		FINAL WAGE
DATES EMPLOYED	FROM	TO
IMMEDIATE SUPERVISOR		
DUTIES		
WERE YOU TERMINATED? YES NO EXPLAIN REASONS/CIRCUMSTANCES FOR LEAVING		

2	EMPLOYER	
ADDRESS (Street, City, State, Zip)		PHONE
STARTING POSITION		STARTING WAGE
LAST POSITION		FINAL WAGE
DATES EMPLOYED	FROM	TO
IMMEDIATE SUPERVISOR		
DUTIES		
WERE YOU TERMINATED? YES NO EXPLAIN REASONS/CIRCUMSTANCES FOR LEAVING		
4	EMPLOYER	
ADDRESS (Street, City, State, Zip)		PHONE
STARTING POSITION		STARTING WAGE
LAST POSITION		FINAL WAGE
DATES EMPLOYED	FROM	TO
IMMEDIATE SUPERVISOR		
DUTIES		
WERE YOU TERMINATED? YES NO EXPLAIN REASONS/CIRCUMSTANCES FOR LEAVING		

EDUCATION AND TRAINING

SCHOOL	NAME, STREET, STATE & ZIP FOR EACH SCHOOL	NUMBER OF YEARS COMPLETED	GRADUATED YES / NO	MAJOR
HIGH SCHOOL				
COLLEGE				
ADDITIONAL TRAINING				

WHICH LANGUAGES OTHER THAN ENGLISH DO YOU SPEAK FLUENTLY?

CRIMINAL CONVICTION HISTORY

Have you ever been convicted of a criminal offense, or have any pending charges, other than a minor traffic violation? Please note: A conviction, or a pending charge, will not necessarily disqualify you from employment. (Candidates applying to or residing in the state of Minnesota should indicate "Not Applicable".)

MINNESOTA APPLICANTS ONLY: Applicant will be asked to provide criminal conviction history after being selected for an interview or after a conditional offer of employment has been made.

CRIMINAL CONVICTION: YES NO

If yes, explain details of conviction below. A conviction does not automatically disqualify you from employment.

EMERGENCY NOTIFICATION DESIGNATION

PERSON TO NOTIFY IN CASE OF EMERGENCY:

NAME:

PHONE:

ADDRESS: CITY:

STATE & ZIP:

REFERRAL SOURCE, CHECK ONE

- WALK-IN APPLICANT
 SCHOOL/COLLEGE
 COMMUNITY ORGANIZATION NAME
 EMPLOYEE REFERRAL NAME
 NEWSPAPER AD NAME
 OTHER

REFERENCES

NAME	PHONE	RELATIONSHIP

APPLICANT STATEMENT

READ THIS INFORMATION BEFORE SIGNING YOUR JOB APPLICATION. I certify that the facts contained in this application for employment and any other material collected during the hiring process are true and complete and acknowledge that any omissions or false statements shall be grounds for rejection of my application or immediate termination if employed.

I understand that the use of this application form does not imply that there are positions open and does not in any way obligate the Red River Zoo to employ job applicants. This application is valid only as long as the position for which I applied remains open and no longer than 30 days. I will reapply after that time if I am still interested in employment with the Red River Zoo.

Applying for a job authorizes the Red River Zoo to contact any of your schools, your current and former employers as noted on your application, or other references for the purposes of verifying information and/or obtaining an account of your experience and skills. By signing below, you agree to hold any and all of your reference sources harmless and free of any liability for releasing such information. Please note that for some positions a more extensive background check is part of the employment making decision process and you will need to sign any necessary disclosure and release forms.

I acknowledge that the Red River Zoo may require a substance abuse screening examination as part of the selection process. Hired individuals are also subject to substance abuse screenings at management's request. Any offer of employment is contingent upon my successful passing of any test or examination.

I understand and agree that, if hired, my employment is "at will" and is not for a definite period and may, regardless of circumstances, be terminated at any time without prior notice by the Red River Zoo. I further acknowledge that no contract of employment will be valid against the zoo unless signed by the executive director of the zoo.

BY SIGNING THIS APPLICATION YOU ARE ATTESTING THAT YOU HAVE FULLY READ, UNDERSTOOD AND AGREE TO ALL OF THE ABOVE STATED INFORMATION.

SIGNATURE

DATE