

Children's Zoo at Celebration Square

APPLICATION FOR EMPLOYMENT

Date of Application _____

Last Name _____ First Name _____ MI _____

Street Address _____ City _____ State _____ ZIP _____

Home telephone _____ Alternate telephone _____

Please Read Carefully And Complete the following application:

- We are an equal opportunity employer, and we do not and will not discriminate on the basis of race, religion, national origin, sex, age, handicap, marital status, color, height, weight, status as a disabled veteran or any other legally protected classification. Information provided on this application will not be used for any discriminatory purpose.
- Provide All Information Requested. Use N/A if appropriate. Continue on separate page if necessary.
- Your completed application form will be maintained in our active files for sixty-days from the date of application. Incomplete applications will not be considered for employment.

Type(s) of Work Desired: 1st choice _____ 2nd choice _____

Salary Desired _____ Dates Available from _____ to _____ List any dates in this timeframe you are not available _____ List any hours you are not able to work _____

Have you ever been employed by Children's Zoo at Celebration Square? Yes _____ No _____

EMPLOYMENT RECORD

Starting with present or most recent, list all previous employers. Include self-employment and summer and part-time jobs. If more space is required, please continue on a separate sheet. You may attach a resume, but complete this application as well.

Are you employed now? Yes ___ No ___ May We Contact Your Present Employer? Yes ___ No ___

1. Dates worked: From _____ To _____ Description of Job Duties _____ Salary _____

Reason for Leaving _____ Supervisor's Name _____

Company Name _____ Type of Business _____ Phone number _____

Address _____ City _____ State _____ ZIP _____

2. Dates worked: From _____ To _____ Description of Job Duties _____ Salary _____

Reason for Leaving _____ Supervisor's Name _____

Company Name _____ Type of Business _____ Phone number _____

Address _____ City _____ State _____ ZIP _____

3. Dates worked: From _____ To _____ Description of Job Duties _____ Salary _____

Reason for Leaving _____ Supervisor's Name _____

Company Name _____ Type of Business _____ Phone number _____

Address _____ City _____ State _____ ZIP _____

EDUCATION

High School: School Name _____ Location (city, state): _____ Graduated: Yes ___ No ___

Dates Attended: From _____ to _____ Major Course or Subject: _____ Degree: _____

Technical/Trade: School Name _____ Location (city, state): _____ Graduated: Yes ___ No ___

Dates Attended: From _____ to _____ Major Course or Subject: _____ Degree: _____

College (list all attended)

1. School Name _____ Location (city, state): _____ Graduated: Yes ___ No ___

Dates Attended: From _____ to _____ Major Course or Subject: _____ Degree: _____

2. School Name: _____ Location (city, state): _____ Graduated: Yes ___ No ___

Dates Attended: From _____ to _____ Major Course or Subject: _____ Degree: _____

Other education/training

School Name: _____ Location (city, state): _____ Graduated: Yes ___ No ___

Dates Attended: From _____ to _____ Major Course or Subject: _____ Degree: _____

SPECIAL SKILLS

Office or Computer (list) _____

Machines Operated _____ Other Skills _____

MILITARY RECORD

Branch of Service _____ From _____ To _____

Present Military Affiliation: None ___ Reserve (active) ___ Reserve (inactive) ___

Kinds of Training and Duty While in Service _____

PROFESSIONAL/WORK REFERENCES

List two references (past supervisors or persons not related to you) who have knowledge of your qualifications for the position for which you are applying.

1. Name _____ Relationship _____ Length of Time Known _____

Street Address _____ City _____ State _____ ZIP _____ Phone no. _____

2. Name _____ Relationship _____ Length of Time Known _____

Street Address _____ City _____ State _____ ZIP _____ Phone no. _____

If any educational or employment records are under another name, please provide: _____

I hereby certify that the information contained in this application is correct to the best of my knowledge, and understand that falsification of this application in any detail is grounds for disqualification from further consideration or for dismissal from employment in accordance with Zoo Policy. If employed, I understand that my employment may be contingent upon receipt of an alien registration number. I agree to conform to the rules and regulations of the Zoo.

I further acknowledge that the terms of my employment and compensation can be terminated with or without cause and with or without notice, at any time, at the option of either the employer or myself unless my employment is subject to the terms of a collective bargaining agreement will prevail.

Signature _____ Date _____

Special Employment Notice

If an offer of employment is made for a certain classification, a medical examination may be required before beginning employment duties.

Michigan Law prohibits discrimination in employment based on handicap. Beginning June 25, 1990, an applicant or employee requiring accommodation for employment must notify the employer in writing within 182 days after the need is known.

Acknowledgement and Certification

I acknowledge that consideration for employment may be contingent on the results of a reference and background check. Therefore, I authorize the Zoo to: (1) investigate the truthfulness of all statements made on this applications; (2) Contact my former employers and other listed references or any other persons who can verify information; (3) discuss results of any investigations with other employees of the Zoo involved in the hiring process. In addition, I give my consent for all contacted persons, including former employers to provide information concerning this application, and I release each such person from liability for providing information to the Zoo.

How Were You Referred To Us? (Circle one)

By Your College _____ Advertisement, where? _____ By an Employee If So, Give Name _____
Job Fair Open house Walk-in Other

Children's Zoo at Celebration Square
1730 S. Washington Avenue
Saginaw, MI 48601