

1200 West Broadway
 Little Falls, MN 56345
 320-616-5595
 info@pinegrovezoo.com

PINE GROVE ZOO

APPLICATION FOR EMPLOYMENT



PERSONAL INFORMATION

Date : _____ Soc. Sec. #: _____

Name: _____
Last First Middle Initial

Street Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____

Email Address: _____

EMPLOYMENT DESIRED

Position: _____

Available Start Date: _____ Salary Desired: _____

Are you employed now? Yes No If so, may we inquire of Your Present Employer? Yes No

Do you have a valid Driver's License? Yes No *We will require a copy of your license if hired.*

EDUCATION

	Name of School	Circle—Last Year Completed?	Did You Graduate?	Subjects Studied & Degrees Received
High School		1 2 3 4		
College		1 2 3 4		
Trade School		1 2 3 4		

GENERAL

Job Related Skills: _____

INFORMATION

****Pine Grove Zoo does not discriminate on the basis of handicapped status in the admission or access to, or treatment, or employment in, its programs or activities. PINE GROVE ZOO IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER.**

FORMER EMPLOYERS

List below your last three employers, starting with the last one first.

Date Month and Year	Name and Address of Employer	Position	Reason for Leaving
From To			
From To			
From To			

REFERENCES

List below three persons not related to you, whom you have know at least one year.

Name	Address	Phone Number	Years Acquainted
1			
2			
3			

OTHER

Have you ever been convicted of a misdemeanor, gross misdemeanor or felony? Yes _____ No _____

If 'Yes', please attach a separate sheet with explanation. Information concerning this question will not be used to automatically bar you from employment unless it is related to the position which you are seeking.

AUTHORIZATION

I certify that the facts contained in this application (and accompanying resume, if any) are true and completed to the best of my knowledge. I understand that any false statement, or misrepresentation on this application is sufficient cause for refusal to hire, or dismissal if I have been employed, no matter when discovered by Pine Grove Zoo.

I understand than any employment is conditioned on a background check. I authorize Pine Grove Zoo to thoroughly investigate all statements contained in my application or resume, and I authorize my former employers and references to disclose information regarding my former employment, character, and general reputation to the Pine Grove Zoo, without giving me prior notice of such disclosure. In addition, I release Pine Grove Zoo, any former employers, and all references listed above from any and all claims, demands, or liabilities arising out of or related to such investigation or disclosure.

If I am offered employment, I agree to submit to a medical examination and drug test before starting work. If employed, I also agree to submit to a medical examination or drug test at any time deemed appropriate by the Pine Grove Zoo and as permitted by law. I consent to such examinations and tests, and I request that the examining doctor disclose to the Pine Grove Zoo, the results of the examination, which results shall remain confidential and segregated from by personnel file. I understand that my employment or continued employment, to the extent permitted by law, is contingent upon satisfactory medical exams and drug tests, and if I am hired a condition of my employment will be that I abide by the Pine Grove Zoo's Drug and Alcohol Policy.

I understand that filling out this form does not indicate there is a position open and does not obligate the Pine Grove Zoo to hire. If hired, I agree to abide by the all Pine Grove Zoo work rules, policies, and procedures. The Pine Grove Zoo retains the right to revise its policies or procedures, in whole or in part, at any time.

Date: _____

Signature: _____