



DETROIT ZOOLOGICAL SOCIETY

P.O. Box 8237
Royal Oak, MI 48068

APPLICATION FOR EMPLOYMENT

THE DETROIT ZOOLOGICAL SOCIETY IS AN EQUAL OPPORTUNITY EMPLOYMENT COMPANY. WE ARE DEDICATED TO A POLICY OF NONDISCRIMINATION IN EMPLOYMENT ON THE BASIS OF RACE, COLOR, RELIGION, SEX, NATIONAL ORIGIN, AGE, DISABILITY, HEIGHT, WEIGHT, MARITAL STATUS OR OTHER PROTECTED CLASSIFICATION.

Please answer each question unless specifically prohibited by state law

PERSONAL DATA

Date _____

Name _____
Last First Middle

Address _____
Street City State Zip Code

Phone No. _____

Are you currently authorized to work in the U.S.? YES NO
(Proof of US citizenship or immigration status will be required upon hire)

Are you 18 years or older? YES NO If under 18, what is your current age? _____

Have you ever worked for the Detroit Zoological Society or Institute before? YES NO

Have you ever worked for the Detroit Zoo under a different name? YES NO If yes, name: _____

Can you perform the essential functions of the job in which you wish to be employed with or without accommodation? YES NO

Explain, if needed _____

Do you have a valid drivers' license? YES NO

Have you ever been convicted of a crime? YES NO If yes, describe in detail. Disclosure of a criminal record does not automatically disqualify you from employment consideration.

Are there any felony charges pending against you? YES NO If yes, describe in detail. Disclosure of a criminal record does not automatically disqualify you from employment consideration.

PERSON TO BE NOTIFIED IN CASE OF ACCIDENT OR EMERGENCY

Name _____ Relationship _____

Address _____ Phone Number (____) _____

WORK INTEREST

Position Applied For:	Expected Rate of Pay	Type of Employment Desired: <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Temporary	Earliest availability date:
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EDUCATION

Name of High School: _____ Location of High School (City, State) _____	Diploma Received: <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> GED or equivalent
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COLLEGE OR UNIVERSITY	GRADUATED	MAJOR	TYPE DEGREE EARNED
	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	<input type="checkbox"/> YES <input type="checkbox"/> NO		
	<input type="checkbox"/> YES <input type="checkbox"/> NO		
VOCATIONAL OR BUSINESS SCHOOL	GRADUATED	MAJOR SUBJECT	TYPE DEGREE EARNED
	<input type="checkbox"/> YES <input type="checkbox"/> NO		

PRIOR WORK HISTORY (LIST IN CHRONOLOGICAL ORDER, LAST OR PRESENT EMPLOYER TO FIRST)

Employment Dates		Employer:	Rate of Pay		Supervisor's Name and Title	Your Title
From	To	Address:	Start	Finish		
		Phone ()	Reason For Leaving:			
Describe in detail the work you did:						

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		Phone ()	Reason For Leaving:			
Describe in detail the work you did:						

May we contact the employers listed above? YES NO If not, indicate below which ones you do not wish us to contact:

Account for all periods of unemployment during the last five years in your employment history _____

Special Skills or Qualifications - list machines operated, licenses, office equipment, typing (wpm), languages spoken or written fluently, etc.:

PLEASE READ CAREFULLY
Applicant's Certification and Agreement

It is understood and agreed that any misrepresentation or omission by me in this application will be sufficient cause for cancellation of this application or separation from the service of the Detroit Zoological Society (DZS) if I have been employed. Furthermore, I understand and agree that, if I am hired, my employment with the DZS will be at-will, and may be terminated by me or by the DZS with or without notice or cause. I also understand that if hired, from time to time I may receive pay increases, bonuses, promotions, evaluations, demotions, discipline and the like, none of which is intended to alter the at-will nature of my employment. I understand that this arrangement may be changed only in writing when signed by me and the CEO/Executive Director of the DZS.

I understand that neither this document nor any offer of employment from the DZS constitute an employment contract. I give the DZS the right to investigate all references plus my personal history through an investigation or credit agency or bureau, I release from liability the DZS and its representatives for seeking such information.

If given an offer, I agree to submit to a job-related pre-employment physical which includes a urine/blood test for substance abuse and/or chemical dependency, unless prohibited by law. If I am hired, I understand and agree that upon probable cause, I may be required to submit to a physical examination and/or a urine/blood analysis. The results of these examinations may be grounds for disciplinary action up to and including termination.

If I am hired, I agree to abide by the rules of the DZS. I agree to be available for overtime and work on weekends and holidays when scheduled by the DZS. I understand that failure to do so would be grounds for disciplinary action up to and including termination. This application is current for 180 days. At the conclusion of this time, if I have not heard from the employer and still wish to be considered for employment, it will be necessary for me to fill out a new application.

I agree that any claim or lawsuit, including, but not limited to, claims or lawsuits arising under federal or state civil rights laws, relating to my employment and/or application for employment with DZS must be filed no more than six (6) months after the date of the employment action that is the subject of the claim or lawsuit. I waive any statute of limitations to the contrary.

Signature of Applicant

Date