

Application for Temporary/Seasonal Employment

Welcome to Brookfield Zoo!

Thank you for applying for a position with the Chicago Zoological Society. If you are hired for a temporary/seasonal position, you will learn a variety of valuable job skills, including:

- On-the-job training and technical skills
- Customer service
- Interpersonal skills
- Business knowledge
- Organizational skills
- Time management
- Communication skills
- Teamwork
- And more!

We offer competitive pay, a fun, fast-paced work environment, flexible schedules for many jobs, meal and merchandise discounts, opportunities for advancement, and more!

As an employee of the Chicago Zoological Society, you will be working to provide a satisfying experience for all visitors to the zoological park. We strive to satisfy our guests by providing:

Quality service. Guests expect to receive prompt and accurate service when they visit restaurants, gift shops, and other zoo locations. We expect all employees to learn as much as they can about the zoo so that they can give helpful and informed responses to guests' questions and requests and so that they can direct guests to other, appropriate sources for additional information.

Clean environment. As a conservation organization, we work to demonstrate, by example, the importance of caring for the environment. In doing so, we expect each employee to help keep the park clean and litter-free, so that our guests can eat, shop, and relax in a clean, comfortable setting that sends a message that we care about "our" environment.

Caring attitudes. We expect all employees to be attentive, respectful, and courteous in all aspects of their work, whether dealing with coworkers or zoo visitors. Guests are to be greeted with a friendly smile and personal attention.

Why work for the Chicago Zoological Society?

- Internationally known conservation organization
- Attractive schedules
- Gain new skills and experience
- Family-oriented, fun atmosphere
- Meet new friends
- Seasonal employees can return from year to year

What benefits would I receive?

- Free parking and general admission
- Free admission to many zoo attractions
- Discounts on merchandise and food

How to Complete This Application

1. Use a blue or black pen. Print neatly, so your answers are easy to read.
2. Answer all questions completely. If you do not understand a question, ask a Human Resources representative to explain it.
3. Carefully read the information on the application and answer the question.
4. Sign and date the application.
5. Return the completed application to: The Chicago Zoological Society, Brookfield Zoo, Human Resources Department, 3300 Golf Road, Brookfield, IL 60513. Your application will be reviewed, and you will be contacted if an interview is desired. If an interview is not desired, you will receive no further contact regarding your application.
6. If you have questions about a position, job duties, or employment opportunities, contact a Human Resources representative at (708) 688-8400 who will be happy to answer your questions.

Accommodation will be provided to assist you in completing your employment application and/or interview upon request.

Equal Opportunity Employment

The Chicago Zoological Society is an equal opportunity/affirmative action employer-M/F/V/D and considers applicants for all positions without regard to race, color, religion, gender, age, national origin, marital status, disability, veteran status, or other class protected by law. The Society promotes workplace diversity and strives to foster a workplace environment of caring, respect, and inclusiveness where the contributions of all workers are valued and recognized.

Personal Information

Name (as it appears on your Social Security card)

Address

City

State

Zip

Home Telephone

Message Telephone

What is the best time to call you?

a.m.

p.m.

Email Address

Are you at least 16 years of age or older?

Yes

No*

*Can you show proof of age upon hire?

Yes

No

Do you have a valid Illinois driver's license?

Yes

No

Are you a U.S. citizen or legally authorized to work in this country?

Yes

No

(Proof of identity and authorization to work in the U.S. will be required in accordance with federal law.)

Do you own any pets—domesticated or non-domesticated?

Yes

No

(If "yes", type of pet(s):

Do you work for or have a financial interest in any business or organization that deals with animals (domesticated or nondomesticated)?

Yes

No

If "Yes," please explain.

Have you ever worked for Brookfield Zoo before?

Yes

No

If "yes," give date(s), job title(s), and locations.

Are you under contractual obligation to an employment search firm?

Yes

No

If "yes," please explain.

Job Interest and Availability

Type of work you are seeking. Please number your choices in order of preference (1=first, 2=second, etc.).

*Minimum age 18

___ Food Service

___ Admissions

___ Animal Keeper*

___ Groundskeeping

___ Gift Shop

___ Motor Tram Tours*

___ Research Assistant

___ Janitorial Services

___ Banquets/Catering

___ Park Safety

___ Clerical

___ Other _____

Availability:

Full-time

Part-time

Temporary

Summer Season

How many hours do you want to work per week?

Can you get to work every day you are scheduled to work?

Yes No

Date available to begin work

(Contact PACE/RTA for public transportation information at 836-7000.)

Wage/Salary Desired

Please indicate below the days and times you are available to work.

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

Brookfield Zoo is open every day of the year, including all holidays. Are you available to work any day of the year? (Do not indicate the need for absence from work for religious reasons.) Yes No

The following weekends are mandatory workdays for some positions. Are you available to work:

Easter weekend?

Yes No

Memorial Day weekend?

Yes No

July 4?

Yes No

Labor Day weekend?

Yes No

Students

Are you available to work Saturdays and Sundays during the school year? Yes No

Are you available to work during spring break?

Yes No Dates: From _____ to _____

Are you available to work weekdays during the summer?

Yes No

What is your anticipated last day of work for the summer?

Date: _____

Job Interest and Availability Continued

Have you been convicted of a crime (other than a minor traffic violation) in the past seven years? (You should not disclose any conviction, the record of which has been sealed or expunged.) Yes No

If "Yes," please explain in detail.

(A conviction will not necessarily eliminate you from consideration for employment, and factors such as the time since conviction, the seriousness of the crime, and the nature of the crime relative to the position for which you are applying may be considered. Convictions occurring more than seven years prior to the date of application may be considered if relevant to the job for which the applicant is applying.)

Have you ever been convicted of a traffic violation? (Answer this question only if you are applying for a position that may involve driving—including golf carts.) Yes No If "yes," please explain.

The U.S. Secretary of Health and Human Services has determined that certain diseases, including hepatitis A, salmonella, shigella, staphylococcus, streptococcus, giardia, and compylobacter, may prevent you from serving food or handling food equipment in a sanitary or healthy fashion. An essential function of some jobs involves serving food or handling food equipment in a sanitary and healthy fashion. Can you, with or without reasonable accommodation, perform this essential function if you are hired into a food service position? (Check "Not Applicable" if you are not applying for or do not wish to be considered for a food service/handling position.)

Yes No Not Applicable

Referral Source

- Advertisement Employee Referral Zoo Job Fair Community Job Fair
 Zoo Web Site Internet Job Posting Community Agency School Counselor
 Other _____

List specific name of source if known: _____

Education

High School	Highest Grade Completed 9 10 11 12	Did you graduate? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No", what is your anticipated graduation date?	
College	Number of Yrs. Completed 1 2 3 4 5 6	List Degree(s)	Major/Minors:
Graduate or Professional School	Years of Training	List degree(s)	Specialty:
Trade/Vocational School or Other Training	Length of Time Enrolled	Training Completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	Skills Acquired:

Skills

List your job-related skills or experiences (volunteer or paid) in areas such as, but not limited to, the following: clerical, equipment, sales, animal experience, customer service, languages, maintenance, public safety, etc.

References

List persons (not relatives) who have known you at least three years.

Name	Telephone (including area code)	Nature of Relationship/Affiliation	Number of Years Known

Employment History

Provide information for current and past employers, starting with the most recent (use additional sheets if needed). Include military service. Explain any gaps in employment in the "Additional Information" section that follows.

Current or Last Employer	Dates Employed		Summarize Job Duties
	From	To	
Address			
Telephone	Starting Wage		
Starting Job Title/Ending Job Title	\$	per	
Immediate Supervisor and Title	Ending Wage		
Reason for Leaving	\$	per	
May we contact for a reference? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Later			
Employer	Dates Employed		Summarize Job Duties
	From	To	
Address			
Telephone	Starting Wage		
Starting Job Title/Ending Job Title	\$	per	
Immediate Supervisor and Title	Ending Wage		
Reason for Leaving	\$	per	
Employer	Dates Employed		Summarize Job Duties
	From	To	
Address			
Telephone	Starting Wage		
Starting Job Title/Ending Job Title	\$	Per	
Immediate Supervisor and Title	Ending Wage		
Reason for Leaving	\$	Per	

Additional Information

List any gaps in employment and/or include any other job-related skills or experiences you feel are pertinent to the position for which you are applying.

I certify that the answers given by me on this application are true, complete, and correct to the best of my knowledge. I understand that any misstatement or omission may result in the withdrawal of my application and/or résumé submitted to Chicago Zoological Society (the Society), or, if I am hired, in my termination of employment at any time. I authorize investigation of all information contained in this application, on my résumé, and/or provided during any interview as may be deemed necessary by the Chicago Zoological Society to make an employment decision. I also authorize any previous employer or references to release to the Society any and all information concerning my work history and background, including, but not limited to, performance, disciplinary, and attendance records, wage and salary information, etc., to consider my application for employment. I also hereby consent to a complete background check, including a criminal background check.

If I am hired, I agree to abide by all current and subsequently issued rules of the Society. I understand the Society shall be entitled, without further consent, to use in any manner any picture, audio, or video recording of me or my voice in association with my employment if hired. I also authorize and assign to the Society all rights, interest, and copyright to any work that I may produce or create in association with my employment. I acknowledge that the Society is an at-will employer, that neither the Society nor I am bound to an employment contract or a commitment of employment for any definite period of time. I understand that either party may terminate the employment relationship at any time, for any reason or no reason, with or without notice. I also acknowledge that nothing contained in my application, the acceptance of this application or conveyed during any interview that may be granted does not constitute a contract of employment with the Society and that no representative of the Society, other than its Director, has any authority to enter into any agreement of employment for any specified period of time or to make any agreement to the contrary. Accordingly, any offer of employment made by the Society may be withdrawn and employment with the Society may be terminated with or without cause or notice except for union positions, for which the labor agreement applies to the employment relationship and conditions of employment, and without any obligation or liability other than for the payment of wages at the agreed rate for work actually performed. I understand the foregoing may be superseded by the terms of any union labor agreement that may apply to my job classification if I am hired and become covered by such an agreement. If an offer of employment is made, I understand that I will be required to provide proof of my right to work in the United States before I may begin work.

Signature

Today's Date