



# Sarasota Jungle Gardens Employment Application

Sarasota Jungle Gardens is an Equal Opportunity Employer committed to excellence through diversity. Employment offers are made on the basis of qualifications, and without regard to race, sex, religion, national or ethnic origin, disability, age, veteran status, or sexual orientation. Sarasota Jungle Gardens also reasonably accommodates individuals with disabilities as protected by law. Sarasota Jungle Gardens is a drug free workplace.

**PLEASE TYPE OR PRINT.** Complete the entire application. You may attach or send a resume, but you must still complete all questions or your application will be deemed incomplete and may not be considered. Please fill out each box (don't just indicate "see resume").

General Information			Date:	
First Name:	Middle Name:	Last Name:	Other names under which you have attended school or been employed:	
Street Address:		City, State & Zip:		
Social Security Number:		Home Phone:	Work Phone:	Cell Phone:
Desired Position:			E-mail Address:	
Are you eligible to work in the United States?	<input type="checkbox"/> YES <input type="checkbox"/> NO			
Are you 18 years of age or older?	<input type="checkbox"/> YES <input type="checkbox"/> NO		If NO, what is your current age?	
Have you previously been employed by Sarasota Jungle Gardens?	<input type="checkbox"/> YES <input type="checkbox"/> NO		If YES, dates of employment & reason for leaving:	
Are you related to any current Sarasota Jungle Gardens' employee?	<input type="checkbox"/> YES <input type="checkbox"/> NO		If YES, their name & their relationship to you:	
If required for position, do you have a valid driver's license?	<input type="checkbox"/> YES <input type="checkbox"/> NO		If YES, State of Issuance, License #, & Expiration Date:	
Are there any days/shifts/hours you will not/can not work?	<input type="checkbox"/> YES <input type="checkbox"/> NO		If YES, When?	
Will you work overtime if required?	<input type="checkbox"/> YES <input type="checkbox"/> NO			
*Have you ever been convicted of a felony?	<input type="checkbox"/> YES <input type="checkbox"/> NO		If YES, please explain & give dates?	
How did you learn about this employment opportunity? Check all that apply: <input type="checkbox"/> Job Bulletin <input type="checkbox"/> Walk-in <input type="checkbox"/> SJG Website <input type="checkbox"/> Craigslist <input type="checkbox"/> Monster.com <input type="checkbox"/> Careerbuilder.com <input type="checkbox"/> Ad in Newspaper <input type="checkbox"/> Referral by employee. If so who? _____				

\*Convictions, felonies or misdemeanors are **NOT** an automatic disqualification when applying for a job at Sarasota Jungle Gardens.

Education						
Name of School:	City/State:	Did you graduate?	If NO, # of years left to graduate:	If YES, date of graduation:	Degree received:	Major:
High School:		<input type="checkbox"/> YES <input type="checkbox"/> NO				
GED:		<input type="checkbox"/> YES <input type="checkbox"/> NO				
Other School:		<input type="checkbox"/> YES <input type="checkbox"/> NO				

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## Education *(continued)*

Name of School:	City/State:	Did you graduate?	If NO, # of years left to graduate:	If YES, date of graduation:	Degree received:	Major:
College:		<input type="checkbox"/> YES <input type="checkbox"/> NO				
College:		<input type="checkbox"/> YES <input type="checkbox"/> NO				

Other credentials/licenses/professional affiliations, etc., which are relevant to the job(s) for which you are applying:

## Skills

Please list technical skills, clerical skills, trade skills, etc. relevant to this position. Include relevant computer systems and software packages of which you have a working knowledge, and note your level of proficiency (basic, intermediate, or expert).


## Work Experience

Please detail your last 10 years of your work history. Begin with your current or most recent employer. If you held multiple positions with the same organization, detail each position separately. Attach additional sheets if necessary. Omission of prior employment may be considered as falsification of information. Please explain any gaps in employment. Include full-time military or volunteer commitments. **PLEASE DO NOT** complete this information with the notation "see resume." **PLEASE NOTE:** Sarasota Jungle Gardens reserves the right to contact all current and former employers for reference and verification purposes.

Dates Employed (most recent): From Mo/Yr:                      To Mo/Yr:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time If part-time, # hours per week:	Title:
Starting Wage:	Organization Name and Address:	
Final Wage:		
Supervisor's Name, Title & Phone #:	Other Reference Name, Title & Phone #:	
Primary duties:	Reason for leaving:	

Dates Employed: From Mo/Yr:                      To Mo/Yr:	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time If part-time, # hours per week:	Title:
Starting Wage:	Organization Name and Address:	
Final Wage:		
Supervisor's Name, Title & Phone #:	Other Reference Name, Title & Phone #:	

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Primary duties:		Reason for leaving:
Dates Employed (most recent): From Mo/Yr:                      To Mo/Yr:		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time If part-time, # hours per week:
Starting Wage:		Title:
Final Wage:		
Organization Name and Address:		
Supervisor's Name, Title & Phone #:	Other Reference Name, Title & Phone #:	
Primary duties:		Reason for leaving:
Dates Employed (most recent): From Mo/Yr:                      To Mo/Yr:		<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time If part-time, # hours per week:
Starting Wage:		Title:
Final Wage:		
Organization Name and Address:		
Supervisor's Name, Title & Phone #:	Other Reference Name, Title & Phone #:	
Primary duties:		Reason for leaving:

**PLEASE READ CAREFULLY AND SIGN THAT YOU UNDERSTAND AND ACCEPT THIS INFORMATION.**

I certify that the information on this application and its supporting documents is accurate and complete. I understand and agree that failure to fully complete the form, or misrepresentation or omission of facts, represents grounds for elimination from consideration for employment, or termination after employment if discovered at a later date. I authorize Sarasota Jungle Gardens to investigate, without liability, all statements contained in this application and supporting materials. I authorize references and former employers, without liability, to make full response to any inquiries in connection with this application for employment. If requested, I agree to submit to a physical exam, criminal and credit background investigation, and/or screening for illegal substances upon conditional offer of employment. I understand that this document is **NOT** an offer of employment, and that an offer of employment, if tendered, does NOT constitute a contract for continued guaranteed employment. I understand that staff employees of Sarasota Jungle Gardens serve at-will, and the employment relationship may be terminated at any time by either party, for any or no reason, other than a reason prohibited by law. If employed, I will be required to furnish proof of eligibility to work in the United States and to comply with company, departmental, state and federal regulations and policies. I understand that if employed on a temporary or seasonal basis, I would be paid for hours worked only, and would be ineligible for benefits. If employed on a regular, benefits-eligible basis, I understand any benefits I receive may be subject to change or discontinued at any time without prior notice. I understand that the first 90 days of regular employment represent a provisional period, during which I would not be eligible to apply for transfer or promotion. I acknowledge that this application will remain active for 60 days from the date indicated below.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mail completed form to: Sarasota Jungle Gardens, 3701 Bay Shore Rd., Sarasota, FL 34234 or fax completed form to: 941-355-1222 or email to: [Employment@SarasotaJungleGardens.com](mailto:Employment@SarasotaJungleGardens.com)

Please tail us on:   