

# EMPLOYMENT APPLICATION

## PERSONAL INFORMATION

Name \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Current occupation \_\_\_\_\_ Are you over 18? \_\_\_\_\_ T-shirt size \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Phone: \_\_\_\_\_

Do you have a valid driver's license? \_\_\_\_\_ Do you have access to regular transportation? \_\_\_\_\_

Have you had any experience working with animals or wildlife? \_\_\_\_\_ If yes, where? \_\_\_\_\_

Do you have any face or neck tattoos and/or facial piercings? \_\_\_\_\_ Do you currently follow Bat World online? \_\_\_\_\_

Do you have a general idea of how a non-profit organization operates? \_\_\_\_\_

What skills or qualifications do you have that will help you in a position with Bat World Sanctuary? \_\_\_\_\_

Why do you want a job at Bat World Sanctuary: \_\_\_\_\_

Please check the following specific duties you are able to perform: Animal care \_\_\_\_\_ Cleaning \_\_\_\_\_ Errands \_\_\_\_\_

Filling orders \_\_\_\_\_ Grant writing \_\_\_\_\_ Office help \_\_\_\_\_ Fund Raising \_\_\_\_\_ EBay listings \_\_\_\_\_ Rescues \_\_\_\_\_

Are you familiar with WORD, Excel, Publisher, PhotoShop or WordPress? \_\_\_\_\_

Are you open to occasionally volunteering time at home or after regular work hours Yes \_\_\_\_\_ No \_\_\_\_\_

Would you describe yourself as any of the following? (check all that apply):

Conscientious \_\_\_\_\_ Empathetic \_\_\_\_\_ Energetic \_\_\_\_\_ Organized \_\_\_\_\_ Observant \_\_\_\_\_ Detail oriented \_\_\_\_\_ Focused \_\_\_\_\_

Driven \_\_\_\_\_ Emotional \_\_\_\_\_ Timely \_\_\_\_\_ Impulsive \_\_\_\_\_ Easy going \_\_\_\_\_ Artistic \_\_\_\_\_ Efficient \_\_\_\_\_ Strong willed \_\_\_\_\_

Confident \_\_\_\_\_ Dedicated \_\_\_\_\_ Accountable \_\_\_\_\_ Responsible \_\_\_\_\_ Hard Working \_\_\_\_\_ Flexible \_\_\_\_\_ Perfectionist \_\_\_\_\_

Sensitive \_\_\_\_\_ Polite \_\_\_\_\_ Self-disciplined \_\_\_\_\_

What are your long-term career goals?: \_\_\_\_\_

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Do you have any experience working with children? Yes\_\_\_ No\_\_\_ If yes, please tell us about it:

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Do you have any animals at home? Yes\_\_\_ No\_\_\_ If yes, please tell us about them: \_\_\_\_\_

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Have you taken any previous animal training classes Yes\_\_\_ No\_\_\_ What species?: \_\_\_\_\_

Have you had pre or post exposure rabies vaccinations: Yes\_\_\_ No\_\_\_ If so, what is your titer? \_\_\_\_\_

Highest education level reached: \_\_\_\_\_ Where? \_\_\_\_\_ Please list any degrees held: \_\_\_\_\_

Have you ever been disciplined for violating work policies forbidding the use of alcohol or tobacco? Yes\_\_\_ No\_\_\_

Do you use illegal drugs? Yes No Have you ever been convicted of a misdemeanor or a felony? Yes\_\_\_ No\_\_\_

Are you able to start work at 8 a.m.? Yes\_\_\_ No\_\_\_ Are you willing to work every Sat & Sun? Yes\_\_\_ No\_\_\_

When are available to start work?: \_\_\_\_\_

#### **EMPLOYMENT HEALTH QUESTIONNAIRE**

Some positions at Bat World Sanctuary can be physically demanding. As part of the application process, we require the following information in order to ensure that you can safely complete the tasks that are part of the training program.

1. We utilize a number of products for cleaning the facility, including bleach, glass cleaner/ammonia, alcohol, and general purpose cleaners. Do you have any allergies or sensitivities to cleaning products that would prevent you from using them? Yes No
2. Part of the job involves lifting heavy boxes of fruit as well as feeding troughs. Are you able to safely lift and carry 25-40 pounds? Yes No
3. Part of this job involves searching for grounded orphans that have fallen from roosts. This involves rising at dawn and walking several blocks in the heat. Are you able to walk in the heat for 20 to 30 minutes at a time? Yes No
4. The job involves working with and feeding live meal worms to bats. Does working with live insects pose a problem for you? Yes No
5. The facility has several dogs on the property that can occasionally be very loud when they bark. Do loud noises like barking pose any problems for you? Yes No
6. This job requires being on time every morning. Do you have any sleep issues that might prevent you from rising on time every morning? Yes No
9. Do you have any physical limitations, sensitivities, or other issues not addressed on the previous page or above that might impact your ability to successfully do your job? Yes No If yes, please explain:

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## OUR PHILOSOPHIES

*“The animal shall not be measured by man. In a world older and more complete than ours, they move finished and complete, gifted with extension of the senses we have lost or never attained, living by voices we shall never hear. They are not brethren; they are not underlings; they are other nations, caught with ourselves in the net of life and time, fellow prisoners of the splendor and travail of the earth.”*

*~Henry Beston, The Outermost House, 1928*

Bat World Sanctuary is an animal right’s oriented organization. We believe that all animals desire peace, happiness and the right to live a full life of their choosing—the same things that we all want for ourselves. In keeping with our philosophy, please provide your thoughts and opinions on the following subjects:

- Please express your opinions on keeping wild or exotic animals as pets:
- Please express your thoughts and opinions on using live animals for educational programs in schools, nature groups, garden clubs, etc.:
- Please express your thoughts and opinions on hunting:
- Please express your opinions on humane euthanasia when an animal is gravely injured:
- Please express your thoughts and opinions on the slaughterhouse industry:
- Please express your thoughts and opinions on animals used in medical research:
- Please express your opinion of captive wild animals either zoos, carnivals, nature centers and museums:
- Please express your opinion of the fur industry:
- Please express your opinion of this questionnaire:

## GENERAL EVALUATION QUESTIONNAIRE

1. What should the national minimum wage be?
2. How many sick days should be given to employees?
3. How often should employees get raises?
4. You have a task to complete that doesn't have to be finished in one day. Do you A) go ahead and wrap it up to get it out of the way, or B) put it off until it has to be completed, knowing that you will meet the deadline. In either case, please explain why.
5. What does "self-sacrifice" mean to you?
6. How often do you check your email and how quickly do you respond, and why?
7. What are your feelings about safe spaces in challenging work environments?
8. How do you handle it when your ideas are shot down?
9. What do you do if a coworker comes to the table with an idea and it sucks?
10. What are your thoughts on the current college environment as it pertains to a future workforce?
11. What does "privilege" mean to you?
12. When was the last time you cried and why?
13. Who is your role model and why?
14. What's your favorite kind of adult beverage?

15. What's your favorite thing to do in your free time?

16. What's your typical breakfast?

17. What's your favorite drink when you go to a coffeehouse?

18. How do you handle bullies?

19. What does the first amendment mean to you?

20. What does faith mean to you?

21. What does America mean to you?

22. You're in Starbucks with two friends. Someone runs in and says "Someone is coming in with a gun in 15 seconds to shoot people!" They offer you a gun. Do you take it? What do you do next?

23. What's more important? Book smarts or street smarts? Why?

## REFERENCES

Pease include names of two previous employers and include phone numbers and/or email addresses:

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I certify that that I have read the above questions and have answered them honestly. By signing this application, you consent to having Bat World Sanctuary check your references.

Your Signature: \_\_\_\_\_ Date: \_\_\_\_\_