



A NON-PROFIT ORGANIZATION 501-C-3
 1800 Highway 18 Truck Rt., PO Box 692
 Hot Springs, SD 57747-0692
 PH. 605-745-6017 Fax: 605-745-3038
 mammoth@mammothsites.org
 http://www.mammothsites.org

Mammoth Site of Hot Springs, SD Inc. Job Application

Please complete all three pages of this application.

Name _____ Date _____
 Phone No. (work) _____ (home) _____ (cell) _____
 Email Address: _____
 Address _____ City _____ State _____ Zip _____
 Position(s) applied for _____
 Are you under 18? Yes () No ()
 Do you have a valid Driver's License? Yes () No () If yes list # _____
 Beginning date available _____ Last date available _____
 Reasons for available dates _____

Are you authorized to work in the United States? Yes () No ()

History:

Have you ever been convicted of, or pled guilty to a felony or a misdemeanor (excluding minor traffic offenses with a fine of less than \$500.00)? Yes () No ()
 If yes, please explain _____

The Mammoth Site of Hot Springs SD Inc. and its employees and volunteers will comply with the Drug-Free Workplace Act of 1988.

Education and Training:

Do you possess a high school diploma or GED? Yes () No ()
 Circle last year completed. 9 10 11 12 13 14 15 16 17 18 plus
 List schooling beginning with most recent (High school, college, vocational School, Military).
 Name and address of school _____
 Years attended _____ to _____ Major _____ Minor _____
 Did you graduate? _____ Special awards and recognitions _____

Name and address of school _____
 Years attended _____ to _____ Major _____ Minor _____
 Did you graduate? _____ Special awards and recognitions _____

What benefits can you bring to the Mammoth Site via your working for us?

What are your future goals, and how can your working at the Mammoth Site help you to achieve these goals?

Indicate below type of position you are interested in if volunteering:

- Museum exhibits/curation Library maintenance Interpretation
 Education Comparative osteological collection curation and maintenance
 Molding and Casting Office assistance Landscape assistance
 Visitor relations/assistance Carpentry Maintenance
 Bone preparation (minimum 12 weeks of commitment for inexperienced person; and minimum two-weeks commitment if you have 2 months or more preparation experience, or have experience at the MS through the Elderhostel or Earthwatch programs)

Skills/Experience please give details:

Paleontology skills _____

Geology skills _____

Field techniques/work _____

Laboratory experience _____

Interpretation (specify) _____

Computer skills, platforms, and software with which you have experience) _____

Foreign languages _____

Maintenance _____

Office _____

Marketing _____

Hospitality training _____

Management _____

Other _____

Work Experience (include paid or volunteer, starting with most recent):

From _____ 20__ To _____ 20__ Position _____

Employer _____ Address _____

City _____ State _____ Zip _____ Telephone No. _____

Duties, responsibilities (list accomplishments) _____

Name and title of immediate supervisor _____

Reason for leaving _____

May we contact your employer? Yes () No () No. of employees you supervised _____

Circle average hours worked per week 1-10 11-20 21-30 31-40 40+

Starting Salary _____ Ending Salary _____

Work Experience (include paid or volunteer, starting with most recent):

From _____ 20__ To _____ 20__ Position _____

Employer _____ Address _____

City _____ State _____ Zip _____ Telephone No. _____

Duties, responsibilities (list accomplishments) _____

Name and title of immediate supervisor _____

Reason for leaving _____

May we contact your employer? Yes () No () No. of employees you supervised _____

Circle average hours worked per week 1-10 11-20 21-30 31-40 40+

Starting Salary _____ Ending Salary _____

Work Experience (include paid or volunteer, starting with most recent):

From _____ 19__ To _____ 20__ Position _____

Employer _____ Address _____

City _____ State _____ Zip _____ Telephone No. _____

Duties, responsibilities (list accomplishments) _____

Name and title of immediate supervisor _____

Reason for leaving _____

May we contact your employer? Yes () No () No. of employees you supervised _____

Circle average hours worked per week 1-10 11-20 21-30 31-40 40+

Starting Salary _____ Ending Salary _____

References (not person listed above or relative):

Name _____ Occupation _____

Address _____ City _____ State _____ Zip _____

Telephone No. _____ How Long has this individual known you? _____

Name _____ Occupation _____

Address _____ City _____ State _____ Zip _____

Telephone No. _____ How Long has this individual known you? _____

Person to be notified in case of an emergency: Name _____

Phone No. (work) _____ (home) _____ (cell) _____

Address _____ City _____ State _____ Zip _____

By submitting this application, you are certifying that the information is true, correct, and complete to the best of your knowledge and belief. A false or misleading statement or intentional omission of relevant information is cause for disciplinary action, including termination of employment. Applicant's Signature _____

Please attach a resume and make copies of this form if you wish to list additional experience or references.

You also can request (info@mammothsite.org) the electronic form, fill it out and e-mail it to mammoth@mammothsite.org.