



HEART SIX RANCH

Employment Application

PLEASE PRINT AND COMPLETE THIS FORM and fax to: **1-307-543-0918**.

Date: _____

Hello! Thank you for your interest in joining our team of hard working employees at Heart Six Ranch. Please take your time when filling out this application. The more complete you are, the better we will know what you have to offer the ranch, as well as what we can offer you. (Please print or type.)

Requirements to be Considered for Employment:

1. You must be a minimum of 19 years old.
2. Depending on the duties involved, you may need to be 21 years of age.
3. You must have completed at least one year of college.
4. You must have current First-Aid Training and CPR Certification Card.
5. Use of tobacco products, alcohol, and drugs are strictly prohibited.

Name: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone Number: (_____) _____ - _____ **Email:** _____

Social Security Number: _____ - _____ - _____ **Date of Birth:** _____

NOTE: You must be a minimum of 19 years old and have completed at least one year of college to work at Heart Six Ranch. However, some positions involve duties that require the employee to be at least 21 years of age. Your birthdate is necessary for these reasons.

EDUCATION

High School Name: _____

a. Address: _____

b. Did you graduate? Yes ___ No ___ When? _____

College Name: _____

a. Address: _____

b. Area(s) of Study: _____

c. Did you graduate? Yes ___ No ___ When? _____ or When do you expect to? _____

Honors and Awards: _____

PREVIOUS EMPLOYMENT

Please begin with the most recent employer, and list the last **five** employers. Please include a letter of personal reference from someone other than a family member or employer, perhaps a professor or teacher, youth leader, or pastor.

<p>1. Name of Employer: _____ _____ Supervisor: _____ Address: _____ _____ Phone: (_____) _____ - _____ Start Date: _____ End Date: _____ Position/Duties: _____ _____ Salary/Wage: \$ _____ per _____ Reason for Leaving: _____ May we contact employer? ____ Yes ____ No Please attach letter of reference, if available.</p>	<p>2. Name of Employer: _____ _____ Supervisor: _____ Address: _____ _____ Phone: (_____) _____ - _____ Start Date: _____ End Date: _____ Position/Duties: _____ _____ Salary/Wage: \$ _____ per _____ Reason for Leaving: _____ May we contact employer? ____ Yes ____ No Please attach letter of reference, if available.</p>
<p>3. Name of Employer: _____ _____ Supervisor: _____ Address: _____ _____ Phone: (_____) _____ - _____ Start Date: _____ End Date: _____ Position/Duties: _____ _____ Salary/Wage: \$ _____ per _____ Reason for Leaving: _____ May we contact employer? ____ Yes ____ No Please attach letter of reference, if available.</p>	<p>4. Name of Employer: _____ _____ Supervisor: _____ Address: _____ _____ Phone: (_____) _____ - _____ Start Date: _____ End Date: _____ Position/Duties: _____ _____ Salary/Wage: \$ _____ per _____ Reason for Leaving: _____ May we contact employer? ____ Yes ____ No Please attach letter of reference, if available.</p>

<p>5. Name of Employer: _____ _____ Supervisor: _____ Address: _____ _____ Phone: (_____) _____ - _____ Start Date: _____ End Date: _____ Position/Duties: _____ _____ Salary/Wage: \$ _____ per _____ Reason for Leaving: _____ May we contact employer? ____ Yes ____ No Please attach letter of reference, if available.</p>

If the Heart Six Ranch will be your first place of employment, please provide at least three personal references with whom you have known for at least one year and are not related to you, perhaps a professor or teacher, youth leader, pastor.

PERSONAL REFERENCES	
1. Name: _____ Phone: (_____) _____ - _____ How are you affiliated with this person? _____	
2. Name: _____ Phone: (_____) _____ - _____ How are you affiliated with this person? _____	
3. Name: _____ Phone: (_____) _____ - _____ How are you affiliated with this person? _____	

Given the following list of ranch responsibilities, please rate each according to your experience performing them.

1= more than 6 months experience, **2=** less than 6 months experience, **3=** no experience

- _____ Waiter/Waitress
- _____ Kitchen (cooking/ prep work)
- _____ Housekeeping
- _____ Child Care
- _____ Children's Counselor
- _____ Gardening/Yard Work
- _____ Mechanic
- _____ Welding
- _____ Construction _____ Maintenance
- _____ Carpentry
- _____ Plumbing
- _____ Electrical
- _____ Fencing
- _____ Caring for Horses/Cattle (Wrangling)
- _____ Shoeing
- _____ Riding
- _____ Office responsibilities (computer, typing, telephone, filing, etc.)

What position(s) are you applying for?

First Choice: _____

Second Choice: _____

Third Choice: _____

NOTE: If you are applying for a Wrangler position, please include a video of yourself catching a horse, bridling and saddling the horse, mounting the horse, and showing your riding skills. Wranglers are required to bring their own riding gear to include saddles, bridles, and saddle pads, as well as any and all tack needed to do your job—no exceptions!

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Current Drivers License Number: _____ State: _____ Expiration Date: _____

Do you know anyone who has worked or is currently working for us? _____

Have you ever had a DUI? Yes _____ No _____ Date(s)? _____

Have you ever been convicted of a felony? Yes _____ No _____ Date(s)? _____

Are you willing to work nights / weekends / Holidays? Yes _____ No _____

Do you speak any foreign languages? Yes _____ No _____ If yes, what? _____

Please explain why you would like to work at Heart Six Ranch:

Understanding that the Heart Six season runs from mid **May** thru **September** -- You are available to work: From _____ To _____

Expected wage/salary: _____ (hourly, weekly, monthly, or seasonally)

What do you hope to achieve as an employee (goals)?

What are you good at? _____

What do you most like doing? _____

Do you prefer to work in a group or by yourself? _____

What talents do you have that could be used to entertain our guests (acting, singing, musical talents, etc.)? _____

Have you ever had any First-Aid Training or do you hold a current CPR Certification Card?

Are you in good mental and physical health? _____

Please list your hobbies, interests, and affiliated organizations:

The following list of attributes includes qualities that we look for in our staff members. Please comment or list examples of how you exemplify these attributes:

Cooperation: Open positive attitude and a willingness to help out on whatever project needs to be done.

Communication: Positive, not negative, communication amongst team members, with guests, and all others.

Commitment: A stick-to-it-ness to complete difficult tasks and not bail out in mid-project. A strong mind set to make this ranch experience as successful as we can make it.

Character: Individuals whom we can trust and count on, and whom we can be proud to have representing our ranch and staff.

Leadership: Give a personal example of your role in a position of leadership (school, church, organization, sports, activity, etc.)

Do you feel you are a good leader? Why?

What leadership qualities do you believe you have?

Have you been a member of a successful team? If so, describe the role you played.

Name someone in a leadership position with whom you have had direct contact with. Explain why they impressed you with their skills.

Have you disagreed with a leader's direction? How did you handle the communication, and what were the results of the project?

Heart Six Ranch does not discriminate in hiring or employment on the basis of race, color, religion, national origin, age, sex, disability, sexual orientation, Vietnam era military service, or any other basis on which discrimination is prohibited by federal, state, or local laws. No question on this application is intended to secure information to be used for such discrimination.

(initial) I hereby understand and acknowledge that, unless otherwise defined by applicable law, any employment relationship with this organization is of an "at will" nature, which means that the Employee may resign at any time and the Employer may discharge Employee at any time with or without cause. It is further understood that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of this organization.

(initial) I understand that according to federal law all individuals who are hired must as a condition of employment produce certain documentation to verify their identity and U. S. citizen status or, if aliens, their legal authorization to work in the U. S. As a consequence, I understand that any offer of employment would be contingent on my ability to produce the required documentation within the time period required by law.

(initial) I understand and agree that, if employed, I may be required to submit to alcohol or drug screening tests in the event of a work related accident, or for cause, at the discretion of the Ranch. I further understand that refusal to submit to such testing during the course of my employment may result in disciplinary action, up to and including discharge.

(initial) In signing this application, I certify that all of the foregoing information is a complete and accurate statement of the facts and understand that if any misrepresentation, omission, or falsification be discovered, it will constitute grounds for dismissal. I hereby authorize you to conduct any investigation necessary concerning any part of my background related to the position I am seeking. I release all parties from any liability with the provision and use of such information. I understand and agree that, if employed by this organization, I will abide by its rules and regulations which I understand are subject to change.

(initial) **NOTE: USE OF TOBACCO PRODUCTS, ALCOHOL, AND DRUGS.** We are a non-tobacco facility and grounds. The use of any and all tobacco products (smoking, chewing, etc.) by any employee is strictly prohibited. Consumption of alcohol by staff in the facilities or ranch grounds is strictly prohibited. No employee may use, possess, distribute, sell, or be under the influence of illegal drugs. Legal use of prescribed drugs must be approved in advance by the manager. Such notification should be in the form of a note from the prescribing doctor. Random drug testing will be conducted during every season.

Applicant's Signature: _____ Date: _____

Print Name: _____

Please enclose a recent full length photo in your most comfortable surroundings.

Please mail your completed application to:
Heart Six Ranch
P. O. Box 70
Moran, WY 83013

- OR -

Fax completed application to:
1-307-543-0918