



RED RIVER ZOOLOGICAL SOCIETY
4255 23rd Avenue South • Fargo, ND 58104
P 701.277.9240 • F 701.277.9238
www.redriverzoo.org • thezoo@redriverzoo.org

Title: Seasonal Guest Service Employee (Part-time)

Major Responsibility: Provides assistance in the daily operations of the Red River Zoo. Assists in visitor service, revenue production programs and facility maintenance.

Work Hours: 20-30 hours per week

Duties and Responsibilities:

Admission Sales

- Welcomes visitors to the Red River Zoo
- Takes admission fees and discounts/special promotions for Zoo visitors, utilizing cash register.
- Provides information on Zoo hours, policy and programs to Zoo visitors.
- Schedules group tours, pavilion rentals and birthday parties.
- Answers telephone inquiries and dispatches phone calls to staff.
- Maintains clean facilities in admission building and restroom

Gift Shop

- Operates cash register and assist shoppers at the Wild Things Gift Shop
- Restocks and monitors merchandise and inventory levels
- Assists in periodic inventory reports.
- Maintains clean facilities in gift shop and public restrooms

Concession Sales

- Operates cash register Paws for Refreshment concession building
- Prepares food for Zoo visitors
- Maintains adequate supplies for concession building
- Maintains clean conditions in the concession building and around the food court area.

Carousel Pavilion

- Sells and receives ride tickets
- Assists visitors on and off the carousel
- Operates carousel for Zoo visitors and pavilion parties
- Maintains clean conditions in Carousel Pavilion and public restrooms
- Assists Pavilion Coordinator with rental set-ups

Knowledge Requirements: No previous zoo or animal experience is required. Retail sales and customer service experience is preferred.

Requirements: Minimum age of 16 is required for Red River Zoo employment. Accountable for providing quality service to Zoo visitors and assistance to staff and volunteers.



RED RIVER ZOO APPLICATION FOR EMPLOYMENT

4255 23rd Ave. S. Fargo, ND 58104 Main: (701) 277-9240 Fax: (701) 277-9238

PERSONAL INFORMATION

DATE OF APPLICATION: _____

Name:

Last

First

Middle

Address:

Street

(Apt)

City, State

Zip

Alternate Address:

Street

City, State

Zip

Contact Information:

()

Home Telephone

()

Mobile

Email

How did you learn about this position?

POSITION SEEKING: _____

Available Start Date: _____

Desired Pay Range: _____

By Hour or Salary

Are you currently employed? _____

EDUCATION

	Name and Location	Graduate? – Degree?	Major / Subjects of Study
High School			
College or University			
Specialized Training, Trade School, etc...			
Other Education			

Please list your areas of highest proficiency, special skills or other items that may contribute to your abilities in performing the above mentioned position.

PREVIOUS EXPERIENCE

Please list beginning from most recent

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

Job notes, tasks performed and reason for leaving:

Dates Employed	Company Name	Location	Role/Title

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