



JJJ WILDERNESS RANCH
PO BOX 310 ~ AUGUSTA, MONTANA 59410
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www.triplejranch.com

JOB APPLICATION

PERSONAL INFORMATION

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_
HOME ADDRESS: \_\_\_\_\_
SCHOOL ADDRESS: \_\_\_\_\_
To which address shall we send correspondence: { } School { } Home
PHONE NUMBERS: \_\_\_\_\_ SOCIAL SECURITY #: \_\_\_\_\_
EMAIL ADDRESS: \_\_\_\_\_
DATE OF BIRTH: \_\_\_\_\_ (You must be at least 18 years old to work at JJJ Wilderness Ranch)
CAN YOU VERIFY YOUR LEGAL RIGHT TO WORK IN THE U.S.? \_\_\_\_\_
DO YOU HAVE A VALID DIVER'S LICENSE? \_\_\_\_\_
Driver's License Number: \_\_\_\_\_ Driver's License State: \_\_\_\_\_ Driver's License Expiration: \_\_\_\_\_
In the last 3 years have you received a ticket for a moving violation or been involved in a traffic accident? \_\_\_\_\_ If yes, explain: \_\_\_\_\_
Has your license ever been suspended or revoked? \_\_\_\_\_ If yes, explain: \_\_\_\_\_
Have you ever been convicted of and/or pled no contest to a felony? \_\_\_\_\_ If yes, explain: \_\_\_\_\_
HOW DID YOU FIND OUT ABOUT EMPLOYMENT OPPORTUNITES WITH THE TRIPLE J? \_\_\_\_\_

APPLICATION INFORMATION

EARLIEST DATE AVAILABLE FOR EMPLOYEMENT: \_\_\_\_\_
MUST LEAVE BY WHAT DATE: \_\_\_\_\_
FIRST DESIRED JOB CHOICE: \_\_\_\_\_
SECOND CHOICE: \_\_\_\_\_
ARE YOU APPLYING WITH A FRIEND? { } Y { } N ; WILL YOU ACCEPT THE JOB IF YOUR FRIEND ISN'T HIRED? \_\_\_\_\_

EDUCATION

HIGH SCHOOL NAME & LOCATION: \_\_\_\_\_
Dates Attended: \_\_\_\_\_ { } Graduated
COLLEGE, TECHNICAL OR CULINARY SCHOOL: \_\_\_\_\_
Major Field or Degree Received: \_\_\_\_\_
Dates Attended: \_\_\_\_\_ { } Graduated
DO YOU HAVE A CURRENT CPR AND/OR FIRST AID CARD? \_\_\_\_\_
If so, date of expiration: \_\_\_\_\_

WORK EXPERIENCE - LIST MOST RECENT & APPLICABLE EMPLOYMENT EXPERIENCE

Please be thorough and specific. We do not hire without checking references! Use additional page if necessary

CURRENT OR MOST RECENT EMPLOYER: \_\_\_\_\_
ADDRESS: \_\_\_\_\_
TELEPHONE: \_\_\_\_\_ CONTACT PERSON & EMAIL: \_\_\_\_\_
DATES OF EMPLOYMENT: \_\_\_\_\_
WAGE: \_\_\_\_\_
POSITION: \_\_\_\_\_ RESPONSIBILITIES: \_\_\_\_\_
REASON FOR LEAVING: \_\_\_\_\_
SECOND EMPLOYER: \_\_\_\_\_
ADDRESS: \_\_\_\_\_
TELEPHONE: \_\_\_\_\_ CONTACT PERSON & EMAIL: \_\_\_\_\_
DATES OF EMPLOYMENT: \_\_\_\_\_
WAGE: \_\_\_\_\_
POSITION: \_\_\_\_\_ RESPONSIBILITIES: \_\_\_\_\_
REASON FOR LEAVING: \_\_\_\_\_

THIRD EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_ CONTACT PERSON & EMAIL: \_\_\_\_\_  
DATES OF EMPLOYMENT: \_\_\_\_\_  
WAGE: \_\_\_\_\_  
POSITION: \_\_\_\_\_ RESPONSIBILITIES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
REASON FOR LEAVING: \_\_\_\_\_  
CHARACTER REFERENCE: (non-relative)  
NAME: \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_

The JJJ Wilderness Ranch is an equal opportunity employer and selects the best qualified individuals for the job based on job-related qualifications regardless of race, color, sex, religion, age, or disability. I certify that all information provided on this application and other papers is correct to the best of my knowledge, and that if it should be found that any information presented is untruthful, or omission of fact either on this application or during the hiring process, it may jeopardize my hiring, or if hired, I may be terminated for it.

I understand that this document does not constitute an employment contract. I understand that if hired, my employment is at-will, and that my employment and compensation can be terminated with or without cause, and with or without notice at any time. If hired, I will abide by the Staff Policy Manual of JJJ Wilderness Ranch.

I voluntarily consent to authorize any individual, company or institution with whom I have been associated with in any capacity to furnish direct to JJJ Wilderness Ranch their record of my services, my reason for leaving their employ, whatever information they may have with respect to my character and reputation, and any other information they have concerning me, whether it is a matter of record or not. I release and agree to hold harmless the individual, company or institution for all liability for any damage whatsoever incurred in furnishing such information. To accept these terms, sign full name and today's date.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
DATE

# WRANGLER /RANCH HAND APPLICATION

THE FOLLOWING QUESTIONS ARE A WAY FOR US TO GET TO KNOW YOU BETTER, AS A PERSONAL INTERVIEW IS OFTEN NOT POSSIBLE. PLEASE INCLUDE A RECENT PICTURE.

What experience do you have in Western riding?

Do you have any experience in instructing people to ride?

What jobs, chores, or responsibilities have you had relating to livestock?

What jobs, chores, or responsibilities have you had relating to running equipment?

Rate your ability to get acquainted with people.

Are you currently certified in CPR or First Aid? \_\_\_ If not, could you be prior to arrival, if hired?

What do you like to do in your free time?

Are you willing to do different job assignments?

How do you work with others?

List any special talents, hobbies, or musical abilities you may have that could be used to entertain our guests.

Why do you feel you would be an asset to the Triple J?

# RANCH WRANGLER/RANCH HAND DESCRIPTION

The Wrangler/Ranch Hand must be safety conscious, and have excellent communication and interpersonal skills. Must be able to lift 85 pounds and drive vehicles with a stick shift.

## RESPONSIBILITIES:

- Gathering, feeding, saddling, and preparing horses for rides
- Helping with trail rides
- Learning & then providing instruction to guests in accordance with our riding program
- Caring for sick and injured horses
- Maintaining and cleaning tack, ensuring that all is safe and in good working order, repairing as needed
- Cleaning and maintaining barn area, corrals, arena, trails and ranch grounds
- Moving hay, bucking bales
- Assisting weekly gymkhana games, assists Children's Wrangler as needed
- Assists with ranch entertainment and set up of weekly barbeque
- Maintains equipment and fixes broken equipment, leaky roofs or any other maintenance items
- Leads hikes, or takes guests fishing
- Fence building and repair
- Must be willing to perform other duties as assigned, such as yard work, trash removal, painting, dishwashing, etc.
- Assist in the packing of the Wilderness Pack-Trips on their departure day, and unpacking on their return.
- Has a great sense of humor!

