

2017 Sonoma County Fair

TEMPORARY JOBS

The Sonoma County Fair dates are August 3rd through August 13th. If you are interested in a job at the Fairgrounds and can commit to the two weeks, obtain a job application at the fairgrounds administration office or online. You will be given the opportunity to specify which job you prefer. Be sure you list all the jobs you are interested in, because you may not get your first choice. If a Manager is interested in your application, you will be called for an interview. **Please bring documents that prove both your identity and your authorization to work in the U.S. to the interview.** KEEP A COPY OF YOUR CHOICES for future reference. Employment applications are only accepted from people who are 16 years or older (by July 1, 2017) with a valid work permit (if required).

If you do not get called to work for the Fair, you may be able to work for a concessionaire (food booth) or for the Carnival. Come to the fairgrounds a day or two before the Fair starts and ask at the various food stands. Some are from out of the area and hire local help for the run of the Fair. The carnival hires local workers and traditionally begins hiring the week before the Fair opens. To apply for a job, go to the carnival lot and look for the hiring trailer.

DESCRIPTIONS OF JOBS – Not All-Inclusive

ENTRY OFFICE

Livestock Office: Assists Livestock Office Manager or Poultry/Rabbit Superintendent in preparing for shows, checking entries and registration papers, clerking shows and junior livestock auctions, staffing livestock office or poultry/rabbit building. Ability to understand and apply specific rules, codes and regulations, and assist with exhibitors required. Knowledge of livestock is desirable.

Entry Clerk/Building Monitor: Assists in preparing buildings for exhibit display, assist judges, record information on judging sheets, monitors building during fairtime, interacts with public. Requires the ability to write legibly, understand and apply specific rules, some climbing and lifting, dealing with the public, walking throughout building for extended periods of time. Over 18 years preferred.

Barn/Livestock Crew: Assists livestock superintendent in preparing and maintaining barns and show rings before and during fair, moving large livestock equipment, i.e. loading chutes, pens, etc. Ear tagging and weighing livestock, check tattoos, assist during livestock shows & auctions. Ability to operate forklift, drive vehicles, handle livestock, unload feed and straw required. Knowledge of livestock is desirable. Over 18 years preferred.

Sweet Lil's Farmery: Assist in preparing and staffing Agricultural Education Display. Need to be comfortable working with and around livestock and poultry including but not limited to feeding, cleaning pens and handling of animals. Assist with kid's activities and working directly with the public. Must be a team player and have a friendly cheerful attitude.

MAINTENANCE DEPARTMENT

Grounds Maintenance: Performs a variety of grounds maintenance functions, including set-up for events, cleaning tables and benches, picking up litter, sweeping and mopping. Must have ability to work effectively with other Fair employees and the public. Must be able to follow oral and written instructions.

Janitor: Requires knowledge of janitorial methods and equipment, and knowledge of safety practices as applied to janitorial work. Must have ability to work effectively with other Fair employees and the public. Must be able to follow oral and written instructions.

More job descriptions on page 2

OPERATIONS--Admissions, Parking, Grandstands

All positions require the ability to maintain a warm, friendly attitude with our guests

Admissions Ticket Seller: Sell tickets to guests at gates. Must have cash handling experience. Must be at least 18.

Admissions Gate Attendants: Greet guests at entrance gates, assist screening at metal detectors.

Parking Ticket Seller: Sell tickets to cars entering parking lot. Must have some cash handling experience.

Crossing Guard: Working in crosswalks, assisting people and/or animals across streets.

Flagger, Gate Attendant: Keep traffic moving, direct cars within parking lot and verify the validity of gate permit.

Tram Driver: Shuttle within fairgrounds and the parking lots. Operate tram during the hours of 7:00 a.m. to 11:00 p.m. daily. Class B license preferred.

Grandstand Usher: Clean grandstand seating, keep area clean each day. Direct ticket holders to seats, Keep non-ticket holders out of upper grandstand area.

SPECIAL EVENTS

Special Events Assistant - All special events workers can expect to work at all of the following jobs during the Fair: assisting with children's activities in the Kids Area (a cross between a backyard birthday party and a summer camp), working with the public in an information booth, helping with contests, the daily Fair parade and special events. High School graduate preferred, experience working with the public (children in particular) required.

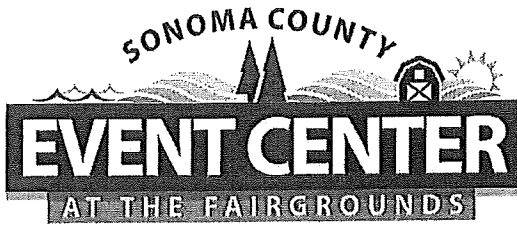
SHOW USHER

Show Usher - Direct ticket holders to seats; keep non-ticket holders out of reserved seating area. Must be good with people, have ability to stand for up to an hour. High School graduate preferred, experience working with the public required.

OTHER POSITIONS

Concession Auditor - Review revenue reporting of concessionaires. Knowledge of cash register operation and basic accounting preferred. High School graduate required.

Marketing Assistant - Assist in all marketing functions of the Fair, to include copywriting, social media, website updates and other promotions. Must possess the ability to interact with staff and public with a friendly, cheerful attitude.



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Sonoma County Fair & Exposition, Inc. and the Sonoma County Harvest Fair meet the definition of an “ amusement and recreational establishment” . As such, we are exempt from the overtime requirements of the Fair Labor Standards Act.

While we have been exempt from the overtime requirements for a number of years, we have not typically utilized the exemption. Through hiring and scheduling efforts, we have limited the hours that our temporary employees worked. This year we are changing our overtime policies to try and make our hiring and scheduling more efficient, by adopting the exemption from overtime pay requirements. While it may seem like our temporary employees will be negatively affected by this change, they may actually realize a net increase in their wages due to an increase in hours.

All of our temporary staff will be affected by this change. Current temporary employees, who may have received overtime premiums in the past, will no longer be paid overtime.

To ensure that all of the affected staff understands the change to our overtime policy, we are asking both existing temporary employees, and future hires, to sign the attached acknowledgement. The acknowledgement will now be included in the new hire database, so that we can track who has signed off on the document. Temporary employees who have been with us for a number of months are not included in the database. However, they must also sign the disclosure.

Please let me know if you have questions regarding this change.

Thank you very much for your help.

Rebecca Bartling
CEO, Sonoma County Event Center

At the Fairgrounds:
Golf Course
RV Park
Jockey Club
Wine Country Racing
Fair Foundation

2017 Sonoma County Fair Temporary Jobs

******IMPORTANT******

Your application WILL NOT be reviewed unless you number your preferences (1st, 2nd, 3rd, etc.).

Please PRINT Your Name: _____

Preferences 1st, 2nd, 3rd, etc.:

- _____ Livestock Office
- _____ Entry Clerk/Building Monitor
- _____ Barn/Livestock Crew
- _____ Sweet Lil's Farmery
- _____ Grounds/Maintenance
- _____ Janitor/Maintenance
- _____ Admissions Ticket Seller
- _____ Admissions Gate Attendants
- _____ Parking Ticket Seller
- _____ Crossing Guard
- _____ Flagger, Gate Attendant
- _____ Tram Driver
- _____ Grandstand Usher
- _____ Special Events
- _____ Show Usher (minimal hours)
- _____ Concession Auditor
- _____ Marketing Assistant

If you are interested in one of these job opportunities, fill out the attached job application and this list numbering your job preference 1st, 2nd, 3rd, etc.

Your application will be forwarded to your first choice, if your application is not selected by that department it will be forwarded to your second choice, etc.

Please DO NOT contact us we will contact you when necessary. Thank you!

2017 NEW HIRE APPLICATION FOR EMPLOYMENT

- PLEASE PRINT - Complete Pages 1 - 2 An Equal Opportunity Employer

Date **First Name** **Last Name** **Middle** **Phone Number**

Address No. & Street **City** **State** **Zip**
Email Address _____ **Position/s applying for:** _____

Previous Sonoma County Fair & Exposition, Inc. Department worked in: _____

If yes, what did you do? _____ When? _____ (If you worked for the Fair 2016 -Stop and request Rehire Packet)

If hired, would you have a reliable means of transportation to and from work.... Yes No

Are you at least 18 years old? (If under 18, hire is subject to verification that you are of minimum legal age)..... Yes No

If hired, can you present evidence of your U.S. citizenship or proof of your legal right to live and work in this country? Yes No

Are you able to work the entire two weeks of the Fair? Yes No

Are you able to perform the essential functions of the job for which you are applying, either with or without reasonable accommodation? Yes No

(Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.)

Which of these machines can you operate? _____ Cash Register _____ Computer _____ Forklift

List other machines you can operate: _____

Please Read Carefully, Initial Each Paragraph and Sign Below

Initials I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material fact on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

Initials I hereby authorize Sonoma County Fair & Exposition, Inc., to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the Company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

Initials I understand that nothing contained in the application, or conveyed during any interview which may be granted or during my employment, if hired, is intended to create an employment contract between me and the Company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, at the option of either myself or the Company and that no promises or representations contrary to the foregoing are binding on the Company unless made in writing and signed by me and the Company's designated representative.

Applicant's Signature

Date

THIS SECTION FOR SUPERVISOR/MANAGER ONLY

Start Date **Position** **Department** **Pay Rate**

Supervisor/Manager Signature **Date** **DMV Pull?** If Yes (Attach DMV Pull Notice) No

Education, Training and Experience

School	Name and Address	No. of years Completed	Did you Graduate?	Degree or Diploma
High School	Name _____ Address _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	City _____			State _____ Zip _____
College/ University/	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			_____
	City _____			State _____ Zip _____
Vocational/ Business	Name _____	_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
	Address _____			_____
	City _____			State _____ Zip _____

Employment History

List below all present and past employment starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer

() _____ - _____
Telephone No. Dates of Employment: _____

Type of Business

Your Supervisor's Name

Position and Duties

Address & Street

City

State

Zip

Reason for Leaving
May we contact your employer/s for a reference? Yes No

Name of Employer

() _____ - _____
Telephone No. Dates of Employment: _____

Type of Business

Your Supervisor's Name

Position and Duties

Address & Street

City

State

Zip

Reason for Leaving
May we contact your employer/s for a reference? Yes No

References

List below two persons not related to you who have knowledge of your work performance within the last three years.

First Name

Last Name

() _____ - _____
Telephone No.

Occupation

No. of Years Acquainted

First Name

Last Name

() _____ - _____
Telephone No.

Occupation

No. of Years Acquainted