

Volunteer Application



Today's Date: _____ Desired Start Date: _____

How did you hear about this position? _____

Position are you applying for: _____

VOLUNTEER/INTERN APPLICANT CONTACT INFORMATION			
First Name	MI	Last Name	
Current Address		How long at current address?	
City	County	State	Zip Code
List any counties (including state) you may have lived in within the last three (3) years			
Primary Telephone		Email Address	

EDUCATION & TRAINING				
	School Name	City and State	Major Course of Study	Degree Received
High School:				
College/University:				
GED:				
Trade School:				
Languages you speak fluently:			Languages you write fluently:	

CURRENT EMPLOYMENT (LIST MOST RECENT IF UNEMPLOYED/STUDENT)	
Name of Employer	Type of Business
Address	City/State/Zip Code
Title	Phone Number
Name and Title of Supervisor	Type of Employment <input type="checkbox"/> Part-time <input type="checkbox"/> Full-time
Brief Description of Duties	Reason for Leaving (if not current)

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CRIMINAL RECORD INFORMATION	
(Do not include convictions that were sealed, eradicated, erased, annulled, expunged, pardoned, or deferred and withdrawn)	
1. Convictions/Pleas: In the past ten (10) years, have you ever been convicted of, or pled guilty or no contest to, any criminal offense?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Pending Charges: Have you been arrested for any matters for which you are now out on bail or on your own recognizance pending trial?	<input type="checkbox"/> Yes <input type="checkbox"/> No
CRIMINAL RECORDS: If you have answered YES to either of the above two questions, please provide the date(s) and describe that criminal record so the individual circumstances can be considered.	

BUSINESS/PROFESSIONAL REFERENCES		
List at least two individuals, in addition to listed employment references, known to you for at least one year.		
NAME	OCCUPATION/ASSOCIATION	TELEPHONE NUMBER

ADDITIONAL INFORMATION
Please include any other information you would like to share with us, such as additional work experience, articles/books published, activities, honors received, etc. You may omit all information that would indicate age, sex, sexual orientation, race, religion, national origin or disability.

INTERNSHIP APPLICANTS ONLY
Please include the follow documents with your application: <input type="checkbox"/> Resume <input type="checkbox"/> Cover Letter

AGREEMENT	
Please read the following statement carefully:	
I hereby affirm that the information provided on this application (and accompanying resume, if any) is true and complete to the best of my knowledge. I also agree that falsification or significant omission of information requested in this application or in the application process may disqualify me from further consideration for this volunteer position and may be considered justification for dismissal if discovered at a later date.	
I authorize all persons listed above (and on the accompanying resume, if any) to give Heart of Florida United Way (HFUW) any and all information concerning my previous employment and education and any pertinent information they may have, personal or otherwise, and release all parties, such persons and HFUW, from liability for any damage that may result from furnishing same to HFUW.	
If chosen by HFUW for this position, I agree to abide by the policies and procedures of HFUW, which include HFUW's Anti- Harassment Policy. I further understand that my term can be terminated, with or without cause or notice, at any time, at the discretion of HFUW or myself.	
Applicant Signature (If submitting electronically, this application may be signed during your interview, if applicable)	
	Date Signed:
Print full name:	

COMPLETED APPLICATIONS AND SUPPORTING DOCUMENTS MAY BE EMAILED OR FAXED TO VOLUNTEERCENTER@HFUW.ORG OR 407-244-2802