

## Confidential Volunteer Application Form (1 of 3)

Volunteer Position

### 1. Personal Information – Compulsory Section

Surname  Forenames

Address   
Postcode

Tel. No. Home  Work  Date of Birth

### 2. Education – Brief details

Secondary Education	Dates (approx.)		Achievements
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Further Education	Dates (approx.)		Achievements
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

### 3. Previous Voluntary Experience If Applicable - Please continue on separate sheet

Present/last placement  Position

Address  Starting date

Leaving date

Tel. No  Finishing Pay

duties

Reasons for leaving

# Confidential Volunteer Application Form (2 of 3)

Present/last placement	<input type="text"/>	Position	<input type="text"/>
Address	<input type="text"/>	Starting date	<input type="text"/>
		Leaving date	<input type="text"/>
Tel. No	<input type="text"/>	Finishing Pay	<input type="text"/>
duties	<input type="text"/>		

Reasons for leaving

## 4. Additional Information

Have you ever been convicted of a criminal act?

Yes  No

If Yes, give details

Are you lawfully able to work in the UK?

Yes  No

Do you have a current driving licence?

Yes  No

If Yes, do you have any penalty points?

Yes  No

Are you registered disabled and require adjustments to assist you to carry out your work?

Yes  No

If Yes, please specify

Do you speak or read a second language?

Yes  No

If Yes, please specify

Do you have computer skills?

Yes  No

If Yes, please specify

Please specify any relevant experience

# Confidential Volunteer Application Form (3 of 3)

## 5. Monitoring

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Please tick all the relevant boxes. This information is used for monitoring only and for no other purpose. It will be treated as confidential.

It is the company's policy to employ the best qualified personnel and provide equal opportunities for the advancement of employees including promotion and training and not to discriminate against any person because of race, colour, national origin, sex, marital status or disability.

Male  Female

### Ethnic Group:

African  Afro-Caribbean  Asian  UK/European

Other European  Other (please specify)

Disability

Details
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## 6. Work/personal referees

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Name	<input type="text"/>	Name	<input type="text"/>
Address	<input type="text"/>	Address	<input type="text"/>
Occupation	<input type="text"/>	Occupation	<input type="text"/>
Tel. No.	<input type="text"/>	Tel. No.	<input type="text"/>

## 7. Declaration

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I confirm that this information is, to the best of my knowledge, true and complete. Any false statement will result in rejection as a candidate or dismissal if employment has started.

The company is authorised to obtain references to support this application once an offer has been made and accepted. I release the company and referees from any liability caused by giving and receiving information. I agree that the organisation may use the information contained on this form for the purpose of processing my job application, for ethnic and gender monitoring, and for any other legitimate purpose of the business.

Signed  Date

For office use only
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