

APPLICATION FOR VOLUNTEER SERVICES

P.O. BOX 850137, MESQUITE, TEXAS 75185-0137
 1616 N. GALLOWAY MESQUITE, TEXAS 75149
 (972) 288-7730 FAX (972) 329-8340
 E-mail: volunteers@ci.mesquite.tx.us
www.cityofmesquite.com



INSTRUCTIONS: Please complete in full. Print or type all information. False information is cause for rejection or dismissal. Volunteer work is subject to applicant's satisfying the City's requirements as to character, testing and post-offer physical examination.

All applicants meeting the City of Mesquite's minimum qualifications for the specified job will be considered for volunteer assignments without regard to race, religion, sex, national origin, age, or the presence of a non-job-related medical condition or disability.

PERSONAL INFORMATION

Date:	Social Security No:	Name (Full - Last, First, MI):		
Street Address:		City:	State:	Zip:
Home Phone:		Business Phone:		
Present Occupation/Employer/School:		Email Address:		
Valid Texas Drivers License: Yes _____ No _____ Own Car: Yes _____ No _____ License No. _____ Date Expires _____	Date of Birth: ____/____/____	Skills: (1) _____ (2) _____ Other languages spoken: _____		

Have you been 1) convicted of a crime, excluding misdemeanors and traffic offenses, 2) placed on deferred adjudication, or 3) are you currently on probation?

Yes _____ No _____ Explain any "Yes" responses _____

THE CITY OF MESQUITE DOES NOT HAVE VOLUNTEER OPPORTUNITIES TO SATISFY COURT ORDERED COMMUNITY SERVICE.

DEPARTMENT ASSIGNMENT REQUEST (see back for job descriptions): _____

Availability Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Hours: ____ To ____ AM/PM (Circle One) Day _____ Evening _____

IMPORTANT - PLEASE READ

I understand that all information submitted and considered is subject to verification. I understand and hereby authorize and give permission for the City of Mesquite to conduct verification of my criminal history, driving record, employment history and other investigations related to my volunteer status with the City which are necessary to determine my qualifications for volunteer work.

I understand that if I am allowed to volunteer for the City of Mesquite, I may be subject to a criminal history, driving record check, and a post-offer physical which will include drug testing. Any offer of volunteer work that I may receive will be conditioned upon the results of the background checks and post-offer physical exam.

I certify that all statements and answers to all questions in this application are true, complete and correct and are made in good faith.

SIGNATURE _____ DATE _____

PARENTS SIGNATURE (needed for under 18) _____

Office Use Only

Drivers License Physical Background Drug Screen Driver Non-Driver

Volunteer Services Received: _____ Department Accepted Volunteer: _____

HR Approval: _____

Date: _____ Dept. Assignment: _____