

VOLUNTEER/INTERN APPLICATION
CITY OF OCEANSIDE
HUMAN RESOURCES DEPARTMENT
300 NORTH COAST HIGHWAY
OCEANSIDE, CA 92054
760-435-3500
www.ci.oceanside.ca.us

For Department Use Only
Will be working around children:
YES NO (Circle one)



PERSONAL INFORMATION

Name: _____

Last

First

Middle

Address: _____

Number and Street

Apt. #

City

State

Zip

Phone Number: Home (_____) _____ - _____ Work: (_____) _____ - _____ Ext. _____

Email Address: _____

Do you have a valid California driver's license?

☐ Yes

☐ No

Class _____ Number: _____ Exp. Date _____

Are you related to anyone who works for the City of Oceanside?

☐ Yes

☐ No

If yes, Name: _____ Relationship: _____

Department: _____

Do you speak/write any languages in addition to English?

☐ Yes

☐ No

If yes, please specify the languages: _____

Have you ever been convicted of a crime (Excluding minor Traffic Violations)?

☐ Yes

☐ No

If yes, please explain: _____

EDUCATION AND SKILLS

Highest grade completed (Circle one):

High School 9 10 11 12

College 13 14 15 16 17 18+

Are you attending school/college? ☐ Yes ☐ No

If yes, where? _____

Major? _____

Summarize special skills you have acquired from previous employment, or through other activities, including hobbies or sports.

EXPERIENCE AND AVAILABILITY

Are you currently (Check One):

☐ Student

☐ Employed full time

☐ Employed part time

☐ Unemployed

☐ Retired

☐ Other _____

When are you available to volunteer (Check all that apply):

☐ Morning

☐ Afternoon

☐ Monday

☐ Tuesday

☐ Wednesday

☐ Thursday

☐ Friday

Are you able to volunteer for:

☐ 1-6 months

☐ 6-12 months

☐ 1-2 years

☐ Ongoing

(Continue On Back)

AREAS OF INTEREST

Select one of the following: ☐ Volunteer ☐ Intern

Will the volunteer/intern be driving for the City? ☐ Yes ☐ No

If Yes, you must submit the following copies with your application: DMV Printout, Driver's License, Proof of Insurance

Please check the area of City Government you would like to volunteer or intern in:

- ☐ City Attorney ☐ City Clerk ☐ City Manager ☐ City Treasurer
- ☐ Development Services (☐ Building, ☐ Engineering, ☐ Planning) ☐ Financial Services ☐ Fire
- ☐ Human Resource ☐ Information Technology ☐ Library
- ☐ Neighborhood Services (☐ Code Enforcement, ☐ Housing, ☐ Parks and Recreation)
- ☐ Police (☐ Harbor Police, ☐ Police Explorer, ☐ Senior Volunteer Patrol Program – S.V.P.P.)
- ☐ Public Works ☐ Water Utilities

Please list any physical limitations that need to be accommodated to help you volunteer.

How did you hear about volunteer opportunities at the City of Oceanside:

- ☐ City Employee ☐ Community/Professional Organization: _____
- ☐ Human Resources ☐ Job Fair: _____
- ☐ School Placement/Career Center: _____
- ☐ Website: _____ ☐ Other: _____

AGREEMENT AND SIGNATURE

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as a volunteer or as an intern, any false statements, omissions, or other misrepresentations made by me on this application may result in my immediate dismissal.

In the event that I am accepted as a volunteer or as an intern for the City of Oceanside, I agree to comply with all its policies, rules and regulations. I fully understand and agree to provide my services to the City of Oceanside as a volunteer or as an intern in a volunteer capacity, and that I will receive no compensation or benefits for services provided.

Submitting an application Does Not guarantee placement. If accepted, I will undergo a background check which will include fingerprinting/livescan.

BY SIGNING BELOW, I AGREE THAT I UNDERSTAND AND CONSENT TO THE ABOVE STATEMENT

Print Name: _____

Signature: _____ Date: _____

If volunteer is under 18, signature of the parent/guardian is required (applicants must be 14 years of age to volunteer).

Parent/Guardian Signature: _____ Date: _____