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 (_____) _____ - _____ Cell/: (_____) _____ - _____ 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, and Vehicle Registration.

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: _____