

VOLUNTEER APPLICATION FORM – TELEPHONIST

PRIVATE AND CONFIDENTIAL

Volunteers play an important role in our community and at Worcester Wheels, so we need some basic information about you - all information will remain confidential.

Title:		First name(s):		Surname:	
Address and postcode:					
Telephone number:					
Mobile number:					
Email address:					
Date of birth (DD/MM/YYYY):					
Do you have any disability, health or mobility problem?					
Nationality:					
Employment status: <i>(Student, employed, retired, unemployed, self-employed etc)</i>					
Please give outline of previous volunteering experience, with dates, if applicable:					
Do you have any qualifications or certificates?					
How did you hear about us?					
How many days per week would you like to volunteer? Please specify which days:					

Criminal Records - Any volunteering role with Worcester Wheels is exempt from the Rehabilitation of Offenders Act 1974 and you may need to disclose any cautions or convictions you have; they may also be disclosed on your DBS check. Having any convictions will not necessarily bar you from volunteering; this will depend on the circumstances and background of the offence, which will be discussed with you at interview. If you become a volunteer for Worcester Wheels, you will be required to undertake a Disclosure and Barring Service check which we will arrange.

Please give the names and addresses of two people who have known you well for at least one year. They should not be related to you. We will approach them for a reference

Name:		Name:	
Address and postcode:		Address and postcode:	
Telephone:		Telephone:	
Email:		Email:	

CONFIDENTIALITY AND DECLARATION

I am aware that the nature of voluntary work is highly confidential, and I agree to respect the privacy of clients and not to divulge confidential information.

Signature Date

Please send this form by email to: steve@worcesterwheels.org.uk
or post to: **Worcester Wheels, Unit 4 Checketts Lane Industrial Estate, Checketts Lane, Worcester WR3 7JW**