



HUNTINGTON BEACH POLICE DEPARTMENT APPLICATION FOR VOLUNTEERS

2000 Main Street, Huntington Beach, CA 92648

PROGRAM APPLYING FOR: <input type="checkbox"/> Retired Senior Volunteer <input type="checkbox"/> Volunteer in Police Services			
PERSONAL INFORMATION			
Name: (Last, First, Middle)			
Address: (Street, City, State, Zip code)			
Home Phone:	Cell Phone:	Email:	
Driver's License? <input type="checkbox"/> Yes <input type="checkbox"/> No	State:	Number:	
Are you related to anyone who works for the City of Huntington Beach? If yes, please list name(s) and relationship:			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you currently working as an employee of the City of Huntington Beach?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Did you previously work for the City of Huntington Beach? If yes, please give payroll name if different from the name on your application:			<input type="checkbox"/> Yes <input type="checkbox"/> No
If you do not have a California Driver's License, are you able to obtain one by the time of appointment to the volunteer program you are applying for?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you ever been discharged or requested or forced to resign from any position for misconduct or unsatisfactory service?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you able to perform essential functions of this volunteer position with or without reasonable accommodations?			<input type="checkbox"/> Yes <input type="checkbox"/> No
PREFERENCES			
What type of volunteer opportunity are you looking for?	<input type="checkbox"/> Year Round <input type="checkbox"/> Temporary <input type="checkbox"/> Seasonal		
What times are you available?	<input type="checkbox"/> Day <input type="checkbox"/> Afternoon <input type="checkbox"/> Evening <input type="checkbox"/> Weekends <input type="checkbox"/> On Call		
EDUCATION			
What is your highest level of education:	<input type="checkbox"/> Some High School	<input type="checkbox"/> High School, GED or equivalent	
	<input type="checkbox"/> Technical College	<input type="checkbox"/> Some College	<input type="checkbox"/> Associate's Degree
	<input type="checkbox"/> Bachelor's Degree	<input type="checkbox"/> Master's Degree	<input type="checkbox"/> Doctorate's Degree
RECRUITMENT INFORMATION			
How did you first learn about this volunteer opportunity?			
<input type="checkbox"/> City of Huntington Beach Announcement	<input type="checkbox"/> Another Agency	<input type="checkbox"/> Contact with City Employee	
<input type="checkbox"/> Internal Jobsite	<input type="checkbox"/> Friend or Relative	<input type="checkbox"/> Community Outreach Program Event	
<input type="checkbox"/> City's Website	<input type="checkbox"/> Other:		
WORK EXPERIENCE			
List the most current employment position you have held. Failure to do so may be grounds for disqualification:			
From: (Mo/Yr)	To: (Mo/Yr)	Employer:	Position Title:
Hours Per Week:	Employer Address:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name & Title of Supervisor:	Reason for Leaving:	Phone Number:	Email:
Description of Duties:			

VOLUNTEER EXPERIENCE

From: (Mo/Yr)	To: (Mo/Yr)	Location:	Volunteer Title:
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Hours Per Week:	Address:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Name & Title of Supervisor:	Phone Number:	Email:
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Description of Duties:

OTHER

From: (Mo/Yr)	To: (Mo/Yr)	Location:	Volunteer Title:
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Hours Per Week:	Address:	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No
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Name & Title of Supervisor:	Phone Number:	Email:
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Description of Duties:

OTHER

If you have any certifications that may be relevant to the volunteer position you are applying for, please list them below:

License/Registration Certificate Title:	Issue Date:	Expiration Date:	Issued by:
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License/Registration Certificate Title:	Issue Date:	Expiration Date:	Issued by:
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Typing _____ Net WPM	Do you fluently: <input type="checkbox"/> Speak <input type="checkbox"/> Write <input type="checkbox"/> Read Any other language(s) than English? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, List:
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Additional Information: (Honors, Awards, Interests, Military Service, Professional Associations, Professional Memberships, Volunteer Work):

REFERENCES

List three references, other than relatives, that we may contact who have knowledge of your job skills, experience and ability. You may use past employers.

Name/Title:	Address:	Phone:	Email:
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Name/Title:	Address:	Phone:	Email:
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Name/Title:	Address:	Phone:	Email:
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Volunteer Application Certification: *PLEASE READ CAREFULLY BEFORE SIGNING:* I hereby certify that all statements made in this application are true, complete and correct to the best of my knowledge. I understand that the City may contact individuals and/or entities to confirm the information provided in connection with my volunteer application with the City of Huntington Beach. I understand that any misrepresentations, fraud or omission of material facts may be grounds to deny my volunteer opportunity or for disciplinary action including dismissal after volunteer application is accepted. I agree and understand that if I do not meet the announced requirements, I will be eliminated from the examination at whatever time this may be determined.

APPLICANT SIGNATURE: _____ **DATE:** _____

SECTION I – COMPLETION IS MANDATORY

CONVICTION RECORD

Acceptance of the application of a person convicted of a crime depends upon the nature of the conviction and the conduct of the applicant subsequent to the offense. Convictions will be evaluated on a job-related basis and will not automatically disqualify someone from further consideration. Answer this section truthfully; any omissions may be grounds for rejection of the application, removal from the eligible list or dismissal from the position.

Last four digits of Social Security Number: _____

Have you ever been convicted of a crime other than minor traffic violation(s)? (Exclude convictions for marijuana-related offenses more than two years old; convictions that have been sealed, expunged or legally eradicated; and misdemeanor convictions for which probation was completed and the case dismissed.) Convictions include a plea of guilty, nolo contendere (no contest) and/or a finding of guilty by a judge or jury regardless of whether a sentence is imposed by the court. Yes No

If yes, provide the information requested below for each conviction continuing on back if necessary.

Offense:	Date:	Location:	Sentence/Fine:
Offense:	Date:	Location:	Sentence/Fine:
Offense:	Date:	Location:	Sentence/Fine:

Do you currently have any felony offenses pending adjudication? Yes No

If yes, please provide a brief description for any offenses for which you are awaiting adjudication.

SECTION II- COMPLETION IS VOLUNTARY

EQUAL OPPORTUNITY DATA

The following information is voluntary and is requested by the City of Huntington Beach to be used to evaluate the City's hiring practices and to prepare reports required by State and Federal law. This form will be detached from the volunteer program application. The information contained will be kept confidential and will NOT be used to make a decision about recruitment to the volunteer program.

1) GENDER: Male Female

2) ETHNIC IDENTITY:

- WHITE (not of Hispanic origin): All persons having origins in any of the original peoples of Europe, North Africa or the Middle East
- ASIAN or PACIFIC ISLANDER: All persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent, or the Pacific Islands. This area includes, for example, China, India, Japan, Korea, the Philippine Islands and Samoa.
- AFRICAN-AMERICAN (not of Hispanic origin): All persons having origins in any of the Black racial groups on Africa.
- AMERICAN INDIAN or ALASKAN NATIVE: All persons having origins of the original peoples of North America and who maintain cultural identification through tribal affiliation or community recognition.
- HISPANIC: All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin regardless of race.

3) MILITARY STATUS: Are you a veteran of the United States Armed Forces? Yes No