

EDUCATIONAL BACKGROUND

List the Highest level of education that you have completed:

- GED/HS Equivalency High School Diploma Some College
- Associates Degree Other _____

SKILLS AND ABILITIES:

List any special skills and abilities which relate to the position you are volunteering in:

- Accounting
- Clerical/Receptionist
- Computers
- Customer Service
- Special Events Planning
- Recreational Activities
- Arts and Crafts
- Public Speaking
- Other _____

EMERGENCY CONTACT INFORMATION:

If you are under 18 years of age please provide your parent's information as emergency contact.

NAME:	RELATIONSHIP:	PHONE NUMBER:

BACKGROUND INFORMATION:

Have you ever been convicted of any misdemeanor or felony excluding minor traffic offenses?

___ Yes ___ No

If yes, please describe in full the nature of the charge, the date of the offense, the date of the conviction, the location or jurisdiction, and the punishment assessed (probation).



Accommodations: If special accommodations are required please contact the Human Resource Department at 956-843-2286 for assistance.

Certification

I hereby certify that the information given herein is true and complete. I understand and agree that any misrepresentation, falsification or omissions shall be sufficient grounds for rejection of my volunteer application and if selected to volunteer, sufficient grounds for immediate dismissal.

I understand that once volunteer selection is received, I may be asked to submit to a pre-employment drug screen and background check. I further understand that I must satisfactorily pass all testing required.

In consideration of my volunteering, I agree to conform to the City of Hidalgo’s policies and regulations. I understand and agree that my volunteer status can be terminated, with or without cause, and with or without notice, at any time. I also understand and agree that the terms and conditions of my volunteering may be changed, with or without cause, and with or without notice, at any time by the City of Hidalgo.

I hereby understand and acknowledge that, any volunteer relationship with the City of Hidalgo is of an “at will” nature, which means any volunteer may be removed by the City Manager, by the head of a department or by other appointing officer at any time in accordance with applicable law. In submitting this volunteer application, I understand that it becomes the property of the City of Hidalgo.

Volunteer Signature

Date

If under age 18:

Parent/Guardian Signature

Date

For any questions about volunteer services please contact Rebecca Gonzalez at (956)843-7400 or email cityofhidalgovolunteers@gmail.com