





HELPING PEOPLE.CHANGING LIVES.



# SPRINGFIELD PARTNERS

*for Community Action*

Do you have a driver's license? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what State: \_\_\_\_\_

Do you have access to a vehicle? Yes \_\_\_\_\_ No \_\_\_\_\_

Are you a student? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what school do you attend? \_\_\_\_\_

Are you employed? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, where do you work? \_\_\_\_\_

Do you speak a foreign language? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, which language? \_\_\_\_\_

Do you have any special skills or hobbies? Yes \_\_\_\_\_ No \_\_\_\_\_ If yes, what are they? \_\_\_\_\_

Degrees/Certificates/Special Trainings: \_\_\_\_\_

### Emergency Contact (in case of emergency, who should we contact?)

Name Address Relationship Phone #

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### Employment/Volunteer History (include paid and unpaid)

List employment starting with your most recent employer/volunteer work.

May we contact your current employer? \_\_\_\_\_ Yes \_\_\_\_\_ No

Dates of Employment	Employer Name, Address, Phone & E-mail	Position Held	Major Duties	Wages	Reason for Leaving
From _____ To _____				Starting _____ Ending _____	
From _____ To _____				Starting _____ Ending _____	
From _____ To _____				Starting _____ Ending _____	



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### References (personal and professional)

Please list two (2) professional (one must be a supervisor) and one (1) personal reference.

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Relationship</u> (personal/professional)

### PLEASE READ THIS STATEMENT CAREFULLY

I hereby affirm that the information given by me on this application for volunteer/community service/internship is complete and accurate. I understand that any falsification or omission will be immediate grounds for dismissal. I authorize a thorough investigation to be made in connection with this application concerning my character, general reputation, employment and education background, and criminal record, whichever may be applicable. I understand that acceptance of an offer to work with Springfield Partners in a capacity of volunteer/community service/internship does not create a contractual obligation upon Springfield Partners to continue to provide the opportunity to volunteer/provide community service/intern in the future, nor does it guarantee employment. As a volunteer of the organization I agree to abide by the policies and procedures of Springfield Partners. I agree to serve the clients of Springfield Partners regardless of race, color, religion, sex, sexual orientation, ancestry, age, disability, handicap, genetic information, service in the military, gender identity, or membership in any other group protected by applicable law.

I am aware that at my request, I must be provided with the name of any agency(ies) reporting information about me.

It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment or continued employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

All applicants will be given equal consideration regardless of race, color, religion, sex, sexual orientation, ancestry, age, disability, handicap, genetic information, service in the military, gender identity, or membership in any other group protected by applicable law.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date