

**ComputerCorps.org**™  
**"Every Home 'A' Classroom"**™

## Volunteer Application

Last Name (Printed): \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ DOB: \_\_\_\_\_ SS#: \_\_\_\_\_

Place of Employment: \_\_\_\_\_  Full Time  Part Time

Work Phone: \_\_\_\_\_ Supervisor: \_\_\_\_\_

School: \_\_\_\_\_ Counselor / Teacher: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Emergency Phone: \_\_\_\_\_

How did you become aware of ComputerCorps? \_\_\_\_\_

Why do you want to volunteer? \_\_\_\_\_

Have you volunteered before?  No  Yes If Yes, please give details: \_\_\_\_\_

Please provide a brief description of your work history: \_\_\_\_\_

Do you have a computer?  No  Yes What Type? \_\_\_\_\_

What is your level of computer experience?  None  Basic  Intermediate  Expert

Would you be interested in computer classes?  Yes  No If so, what types? \_\_\_\_\_

### Check Below the Type(s) of Skills and Talents You Currently Have:

Technical	Administrative	Facilities
<input type="checkbox"/> Trainee	<input type="checkbox"/> Telephone Calls	<input type="checkbox"/> Painting
<input type="checkbox"/> Computer Technicians	<input type="checkbox"/> Typing / Data Input	<input type="checkbox"/> Gardening
<input type="checkbox"/> Equipment Tester	<input type="checkbox"/> Secretarial	<input type="checkbox"/> Janitorial Work
<input type="checkbox"/> Programming	<input type="checkbox"/> Office Work	<input type="checkbox"/> Misc. Labor Work
<input type="checkbox"/> Software Installation	<input type="checkbox"/> Public Relations	<input type="checkbox"/> Driving Vehicles
<input type="checkbox"/> Technical/Software Instructor	<input type="checkbox"/> Organizing	<input type="checkbox"/> Cooking / Chef
<input type="checkbox"/> Graphic Design	<input type="checkbox"/> Fundraising	<input type="checkbox"/> Plumbing Work
<input type="checkbox"/> Software Training	<input type="checkbox"/> Bookkeeping	<input type="checkbox"/> Electrical Work
<input type="checkbox"/> Monitor Repair	<input type="checkbox"/> Advertising	<input type="checkbox"/> Landscaping
<input type="checkbox"/> Computer Maintenance	<input type="checkbox"/> Legal Work	<input type="checkbox"/> Carpentry Work
<input type="checkbox"/> Computer Networking	<input type="checkbox"/> Accounting	<input type="checkbox"/> Warehouse Work

## Volunteer Application Continued (Page 2 of 3):

List Below the Type(s) of Skills You Want to Learn:

Technical		Administrative		Facilities	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

Days and Hours When Possibly Available ( *This is not a commitment* ):

Check Days:    Mon       Tue       Wed       Thu       Fri       Sat       Sun  
 Circle Times:   AM   PM      AM   PM      AM   PM      AM   PM      AM   PM      AM   PM      AM   PM

Personal and/or Business References:

Reference Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

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Reference Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Relationship: \_\_\_\_\_

**Volunteer Rules and Guidelines:**

**The ComputerCorps mission is to help others and the community.** All volunteer duties are to be performed with the spirit of teamwork, co-operation and kindness. Volunteers not abiding by these rules will be asked to leave.

1. Your conduct must be in a respectful and courteous manner at all times.
2. Foul language, disruptive behavior or gossip will not be tolerated.
3. Friends are not permitted on the property without name badge and registering with front office.
4. Any form of illegal activity (alcohol, drugs, theft, etc.) will terminate volunteer.
5. ComputerCorps adheres to the ***strictest software anti-piracy policies***.
6. Software is not to be copied except for backup purposes.
7. All volunteers must log in upon arrival and out prior to departure.
8. **All volunteers must wear the appropriate nametags / ID badges on the upper body that are to be visible at all times. Personal property, backpacks and bags are not permitted at facilities.**
9. For security and control purposes, volunteers may be required at any time to provide a copy of their driver's license and/or photo identification and to have their picture taken. Reference and background checks may need to be completed prior to acceptance of the volunteer application.

## Volunteer Application Continued (Page 3 of 3):

### Waiver of Liability & Disclaimer:

I acknowledge that by participating in different volunteer duties the risk of physical injury is present. I further acknowledge that the programs of ComputerCorps are primarily administered by individuals who volunteer their time, rather than by paid professionals. In consideration for ComputerCorps accepting the above named individual & permitting the voluntary participation of said individual in its programs, I hereby release, discharge, & hold harmless ComputerCorps, its employees, volunteers & any other entities and/or representatives from any claims arising out of or relating to any physical injury that may result to said individual while participating in ComputerCorps sponsored events, including any physical injury caused by the negligence of any supervisors while performing his or her duties during any functions. I further acknowledge that I am only a volunteer and that any benefits or perks that I receive as a result of my participation do not constitute an employee employer relationship. I acknowledge that I have read and fully understand the above and that the information that I have provided is true and correct.

Have you ever been arrested?  No  Yes

Have you ever been convicted of a felony?  No  Yes

If Yes to either of the above, give details: \_\_\_\_\_

At various times ComputerCorps and its volunteers work with children, sensitive data and costly computer components. Because of this work, it is often necessary to run background checks on the volunteers with local, state and / or federal agencies. Volunteers may also be requested to have their picture and / or fingerprints taken and to provide a copy of their picture ID for ComputerCorps files. All information provided will be kept as confidential as possible.

Applicant acknowledges that all information re: ComputerCorps' operations, procedures, volunteers, contacts, recipients and donors is of a proprietary nature and should not be disclosed or used for any purposes other than the direct benefit of the organization.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Last Name:** \_\_\_\_\_ **Printed First Name:** \_\_\_\_\_

### **\*\* For Applicants Under The Age of 18, Parent / Guardian Waiver & Disclaimer Required\*\***

I have read and fully agree with the above information provided by the applicant and ComputerCorps. I hereby give my permission for the above named individual to apply for a volunteer position.

Parent / Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Last Name: \_\_\_\_\_ Printed First Name: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

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ACT Entered  ACT Groups Entered **Date Entered:** \_\_\_\_\_ **File Created By:** \_\_\_\_\_