



# SACRED HEART OF JESUS | PARISH & SCHOOL

## **VOLUNTEER APPLICATION FORM**

Please print clearly

First, Middle and Last Names \_\_\_\_\_

Soc Sec last 4 digits \_\_\_\_\_ Email \_\_\_\_\_

Address \_\_\_\_\_

Home Phone Number \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Have you ever filed an application for either employment or volunteer work at Sacred Heart of Jesus Parish? YES NO  
If yes, please give approximate date of application \_\_\_\_/\_\_\_\_/\_\_\_\_

Has Sacred Heart of Jesus Parish ever employed you? YES NO  
If yes, please give dates of employment from \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_

Are you employed now? YES NO May we contact your present employer? YES NO

### **PRIOR ADDRESSES**

List your previous addresses for the past 10 years starting with the last address before your present address

1. From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_

2. From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_

3. From \_\_\_\_/\_\_\_\_/\_\_\_\_ to \_\_\_\_/\_\_\_\_/\_\_\_\_ \_\_\_\_\_

### **EDUCATIONAL AND PROFESSIONAL TRAINING**

List chronologically the level of completion, school/university, state, field of study, # of years attended and degree

Elementary School \_\_\_\_\_

High School \_\_\_\_\_

College/University \_\_\_\_\_

Highest Degree \_\_\_\_\_ Major(s) \_\_\_\_\_ Minor(s) \_\_\_\_\_

Semester hours of Catholic theology \_\_\_\_\_ Semester hours of professional education \_\_\_\_\_

### **EMPLOYMENT**

Beginning with the most recent, list your employers, positions, and dates of employment

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

*Please complete the reverse side . . .*

**VOLUNTEERING**

Beginning with the most recent, list your volunteer opportunities, positions, and dates of volunteering

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

**SPECIAL SKILLS AND QUALIFICATIONS**

Summarize special skills, qualifications, licenses and registration certificates, which you may have:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PERSONAL AND PROFESSIONAL REFERENCES**

List the names and complete address and phone number of three personal or professional references

- 1. \_\_\_\_\_
- 2. \_\_\_\_\_
- 3. \_\_\_\_\_

Do you posses a valid Ohio driver's license? YES NO If yes, Driver's License # \_\_\_\_\_

Have you ever been convicted of, found guilty of, or entered a plea of no contest or guilty to a crime, other than a minor traffic offense? YES NO If yes, please explain \_\_\_\_\_

**APPLICANT'S STATEMENT**

I certify that all information provided in this volunteer application is true and complete. I understand that any false information or omission may disqualify me from further consideration for volunteering and may result in my dismissal at a later date. I understand Sacred Heart of Jesus Parish (Church and School) may want to verify the statements I have made in this application. I hereby give my permission for Sacred Heart of Jesus Parish or its authorized representative, either at this time or at any time during my being a volunteer with the parish, to request and review any of my employment, volunteering and police records from any local, state or federal agency keeping such records. I consent to and permit authorized agents of Sacred Heart of Jesus Parish to conduct a background check and investigation including, but not limited to, a criminal background check. This investigation may include information as to my character, reputation, personal characteristics, and mode of living obtained from interviews with neighbors, friends, former employers, schools and others. I authorize the investigation of any or all statements contained in this application. I also authorize, whether listed or not, any person, school, current employer, past employers, and organizations to provide relevant information and opinions that may be used in making a decision to use me as a volunteer. I release such persons and organizations from any legal liability in making such decisions. I release the Catholic Diocese of Cleveland and Sacred Heart of Jesus Parish, and their agents from any and all liabilities, responsibilities, damages, and claims of any kind whatsoever arising from any investigation of my background. I understand that this application or subsequent volunteer opportunities does not create a contract for volunteering nor guarantee my being a volunteer for any definite period of time. I will subscribe to and actively promote the mission, dogma, and principles of the Roman Catholic Church. I understand that I am required to abide by all rules and regulations of Sacred Heart of Jesus Parish. I have read, understand and by my signature, consent to these statements.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
Date

**Return this volunteer application form to  
Annette Bernard at the Sacred Heart of Jesus Parish Office, 260 Broad St, Wadsworth OH 44281**