



**SUPERIOR COURT OF CALIFORNIA, COUNTY OF SAN BERNARDINO
VOLUNTEER EMPLOYMENT APPLICATION**

**Personnel Department
172 West Third Street, Second Floor
San Bernardino, CA 92415-0312
Phone: (909) 387-6500 Website: www.sb-court.org**

FOR OFFICIAL USE ONLY
Qualified: _____
Disqualified: _____
District: _____
Initials: _____
Date: _____
Interview Date: _____

All items must be completed

1. Social Security No. _____ - _____ - _____
2. Name: _____
Last First Initial
3. Address: _____
Number Street City State Zip
4. Home Phone: _____ Business/Message Phone: _____
5. E-mail address: _____
6. What Courthouse(s) are you willing to volunteer at? _____
7. Hours you can work: _____ per day _____ per week.
____ M ____ T ____ W ____ Th ____ F
8. List language other than English you are proficient in. Read _____ Write _____
9. As an adult, have you ever been convicted of an offense other than a minor traffic violation?
Yes No If yes, explain the nature of the conviction below. (Convictions are evaluated for each position and are not necessarily disqualifying.) _____

10. Are you willing to be fingerprinted and submit to a background investigation? Yes No
11. Do you have any relatives working for the Superior Court of California, County of San Bernardino?
Name: _____ Department: _____ Relationship: _____
12. How did you learn about this position?
 School Volunteer Center Newspaper Other _____

•PLEASE COMPLETE•

13. **Experience:** List your most recent paid and relevant volunteer jobs.

This section must be fully completed

<i>From (Mo/Day/Yr)</i>	<i>Title of Present Position</i>	<i>Company Name</i>	<i>Phone #</i>
<i>To (Mo/Day/Yr)</i>	<i>Number & Street</i>	<i>City</i>	<i>State</i>
<i>Hours Worked per Week</i>	<i>Reason for Leaving</i>	<i>Description of Duties</i>	
<i>From (Mo/Day/Yr)</i>	<i>Title of Present Position</i>	<i>Company Name</i>	<i>Phone #</i>
<i>To (Mo/Day/Yr)</i>	<i>Number & Street</i>	<i>City</i>	<i>State</i>
<i>Hours Worked per Week</i>	<i>Reason for Leaving</i>	<i>Description of Duties</i>	

14. **EDUCATION:** Please list any relevant course work or degrees.

15. Use this space for additional remarks, licenses or certificates, special skills, areas of interest, etc.

CERTIFICATE OF APPLICANT: I certify that all information on this application is true and complete to the best of my knowledge. I understand that any false statements may lead to disqualification.

Name (Please print)

Signature

Date