



I. P. HUNT FOUNDATION

6655 West Sahara Avenue, Suite B-200
Las Vegas, Nevada 89146

VOLUNTEER-EMPLOYMENT APPLICATION

Today's Date: \_\_\_/\_\_\_/\_\_\_

Please download or print and write clearly in black ink to complete application.

1. Name: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell/Message Phone: \_\_\_\_\_

2. Address: \_\_\_\_\_

Apt. No.: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

3. Permanent Address (if different from above): \_\_\_\_\_

Apt. No.: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

4. Social Security#: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Are you 18 years or older? ( ) No ( ) Yes

5. Who should be contact in case of emergency? \_\_\_\_\_

Relationship: \_\_\_\_\_ Home Ph: \_\_\_\_\_ Cell/Work Ph: \_\_\_\_\_ Ext: \_\_\_\_\_

6. Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

7. List any other names under which volunteer/employment may be verified: \_\_\_\_\_

8. Position Desired: \_\_\_\_\_

Salary Desired: \$ \_\_\_\_\_ Date You Can Start: \_\_\_\_\_

9. When are you available to volunteer/work? ( ) Full-Time ( ) Part-Time ( ) Evenings ( ) Weekends ( ) Overtime (if required)

10. Hours Available: (indicate AM or PM) ( ) Mon - Fri: \_\_\_\_\_ to \_\_\_\_\_

( ) Sat: \_\_\_\_\_ to \_\_\_\_\_ ( ) Sun: \_\_\_\_\_ to \_\_\_\_\_

11. If unavailable to volunteer or work certain days/hours, please explain: \_\_\_\_\_

12. Are you currently volunteering or employed now? ( ) No ( ) Yes

If yes, may we contact the organization or your employer? ( ) No ( ) Yes

13. Have you applied for employment or to volunteer with IPHF or AEA before? ( ) No ( ) Yes

If Yes, at which location: \_\_\_\_\_ When? \_\_\_\_\_

14. Have you ever worked at or volunteered with IPHF or AEA before? ( ) No ( ) Yes If Yes, at what

location: \_\_\_\_\_ When? From \_\_\_\_\_ to \_\_\_\_\_

**IPHF Volunteer-Employment Application-cont'd**

15. Do you have any relatives who volunteered, or were, employed by IPHF or AEA? ( ) No ( ) Yes If Yes,

Name(s): \_\_\_\_\_

Position \_\_\_\_\_

Location: \_\_\_\_\_

16. Do you have a valid driver's license? ( ) No ( ) Yes If Yes, #: \_\_\_\_\_

State: \_\_\_\_\_ Class: \_\_\_\_\_ Expires: \_\_\_\_\_

17. If required, are you willing to transfer within the area? ( ) No ( ) Yes If required, are you willing to transfer outside the area? ( ) No ( ) Yes

18. Are you legally eligible to work in the U.S.? ( ) No ( ) Yes (If hired, you could possibly be required to produce evidence.)

19. Have you ever been convicted of a crime? ( ) No ( ) Yes *(Please exclude convictions that have been erased, sealed, legally eradicated or expunged by civil order or are protected by state law from disclosure. Some state laws protect your right not to disclose certain types of convictions and may create a right not to disclose convictions that occurred beyond a certain amount of time in the past.)*

You may wish to seek legal counsel or guidance regarding your rights under state law before disclosing conviction information. *(California applicants may not disclose misdemeanor convictions for marijuana-related offenses more than two(2) years old (except convictions for possession of marijuana on school grounds.)* If Yes, briefly describe the nature, date, and place of the offense and disposition of the case:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**NOTE:** No applicant will be denied volunteer-employment solely on the grounds of conviction of a criminal offense. The nature, date, surrounding circumstances, and relevance of the offense to the position for which you are applying will be taken into consideration.

20. Do you have any special training, skills, or experience that are relevant to the position for which you are applying? ( ) No ( ) Yes If yes, describe below: \_\_\_\_\_

\_\_\_\_\_

21. Are you currently, or were you previously, in the military? ( ) No ( ) Previously ( ) Currently

22. If you were previously, or are currently, in the military, what branch and rank (including reserves)?

\_\_\_\_\_

<i>High School</i>				
<i>College</i>				
<i>Graduate School</i>				
<i>Trade School</i>				
<i>Other</i>				

**IPHF Volunteer-Employment Application-cont'd**

**Employment History:** List below current and last three Employers, starting with the most recent - use (M/D/Y). Please include any non-paid/volunteer experience which is related to the job for which you are applying. Please complete even if you attach a resume.

From:	<i>Current Employer (Name &amp;Address of Employer - Type of Business)</i>	Position	<i>Salary or Hourly Wage</i> Start: _____	<i>Reason for Leaving</i>
To:			End: _____ If hourly, Average # of hours per week: _____	
<i>Duties Performed</i>				
<i>Supervisors Name</i>		<i>Phone Number</i>	<i>May We Contact?</i>	
From:	<i>Previous Employer (Name &amp;Address of Employer - Type of Business)</i>	Position	<i>Salary or Hourly Wage</i> Start: _____	<i>Reason for Leaving</i>
To:			End: _____ If hourly, Average # of hours per week: _____	
<i>Duties Performed</i>				
<i>Supervisors Name</i>		<i>Phone Number</i>	<i>May We Contact?</i>	
From:	<i>Previous Employer (Name &amp;Address of Employer - Type of Business)</i>	Position	<i>Salary or Hourly Wage</i> Start: _____	<i>Reason for Leaving</i>
To:			End: _____ If hourly, Average # of hours per week: _____	
<i>Duties Performed</i>				
<i>Supervisors Name</i>		<i>Phone Number</i>	<i>May We Contact?</i>	

**References:** Give below the names of three (3) professional references, whom you have known at least one (1) year.

<i>Name</i>	<i>Address &amp; Phone Number</i>	<i>Business</i>	<i>Years Acquainted. How Do You Know This Person?</i>
1.)			
2.)			
3.)			

I hereby authorize I.P. Hunt Foundation (IPHF) and/or its subsidiaries to thoroughly investigate my background, references, employment record and other matters related to my suitability for employment. I authorize persons, schools, my current employer (if applicable), and previous employers and organizations contacted by I.P. Hunt Foundation to provide any relevant information regarding my current end/or previous employment and I release all persons, schools, employers of any and all claims for providing such information. I understand that misrepresentation or omission of facts may result in rejection of this application, or if selected, discipline up to and including dismissal. I understand that I may be required to sign a confidentiality and/or non-compete agreement, should I become a volunteer-employee of I.P. Hunt Foundation, Inc. I understand that nothing contained in this application, or conveyed during any, interview which may be granted, is intended to create an employment contract. I understand that filling out this form does not indicate there is a volunteer-employment position open and does not obligate I.P. Hunt Foundation in anyway to select or choose me. I declare the foregoing information to be true and correct to the best of my knowledge.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
*Volunteer/Applicant*