



## **APPLICATION INFORMATION SHEET**

*Please fill this form to help us learn how and where to contact you, and a little about your background.*

I apply for

- A Volunteer position
- An Employee position
- An Intern position

Full Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Home or Work Address (use the address where you want information sent): \_\_\_\_\_  
 \_\_\_\_\_

Work Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Home Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

The best way to get in touch with me is: \_\_\_ Mail \_\_\_ Work \_\_\_ Cell \_\_\_ Home \_\_\_ E-mail

Current Situation: \_\_\_ working, \_\_\_ studying, \_\_\_ apprenticeship, \_\_\_ job applicant, \_\_\_ between jobs

Knowledge of languages:

- English
- Spanish
- Other: \_\_\_\_\_

Have you volunteered/worked at other organizations? If so, what other organizations?  
 \_\_\_\_\_  
 \_\_\_\_\_

How do you see your background, professional or personal, being able to benefit Highlands Health?  
 \_\_\_\_\_  
 \_\_\_\_\_

If you will be volunteering/working in your professional capacity, do you carry professional liability or malpractice insurance?  
 \_\_\_ yes \_\_\_ no \_\_\_ n/a (for some positions, we may need to photocopy your card)

I am interested in volunteering/working as a:

\_\_\_ clerical assistant, \_\_\_ nurse, \_\_\_ pharmacist, \_\_\_ physician, \_\_\_ receptionist  
 \_\_\_ special events/fundraisers \_\_\_ social worker \_\_\_ nurse practitioner

Please note any medical concerns and allergies that we should know about in case of an emergency? (i.e. heart condition, diabetes, allergy to aspirin, bee stings, ect.) \_\_\_\_\_

In case of emergency, who should we contact? (Name) \_\_\_\_\_  
 (Phone #) \_\_\_\_\_ (Relationship) \_\_\_\_\_

Please note any additional comments or information you think might be useful on the back of this sheet. If you will be volunteering/working in a medical capacity, please attach a copy of your professional license.

*Thank You!*

**\*\*\*All information contained in this application is confidential, and will not be shared with anyone other than the Highlands Health staff without your consent\*\*\***