

VOLUNTEER APPLICATION FORM

Name:

Address:

Contact phone no.

Email address:

Please rate yourself on the following skills:

0 = no knowledge at all; 1 = I have seen it; 2 = I have used it; 3 = working knowledge to be able to tutor beginners; 4 = confident; 5 = advanced/detailed knowledge

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Microsoft Windows |  | Social Media e.g. Facebook / Twitter etc. |  | Microsoft Office / Onedrive |  |
| Finding and filing |  | Android |  | Google apps e.g. Gmail, Photos, Drive |  |
| Microsoft Word |  | Stay Safe Online / PC Security |  | Sharepoint |  |
| Microsoft Publisher |  | PC Maintenance |  | Databases e.g.  SQL / Access |  |
| Microsoft Excel |  | Apple Macs |  | Web design |  |
| eBay |  | Internet Banking |  | App design and development |  |
| Skype / Zoom apps |  | Microsoft PowerPoint |  | First Aid |  |
| Digital Photography apps |  | Internet & email |  | Finance |  |
| iPads |  | Workshop - Cloud storage |  | Marketing |  |

Why do you want to volunteer with us?

Emergency contact person and relationship:

Emergency contact number:

Roughly how long do you think you are able to commit to volunteering (e.g., one month, three months, ):

How soon can you start?

Are there preferred days of the week / times of day you are unable to volunteer?

Do you have any health matters we should be aware of?

Do you have any convictions, cautions, reprimands or final warnings that are not ‘protected’ (as defined by the Rehabilitation of Offenders Act 1974)?

Yes/No

If yes, please provide details

Have you ever been accused of inappropriate conduct within an employed or voluntary capacity?

Yes/No

If yes, please provide details

Are you or have you ever been subject of an investigation into a concern about a child in your care or investigated under Adult Protection Safeguarding Procedures?

Yes/No

If yes, please provide details

Answers to the above are treated in the strictest confidence. Please be aware that Computer Friendly have a policy of conducting Disclosure and Barring Service (DBS) checks and following up on references to protect our clients.

References - Please give us details of two referees who know you well. This could be a previous employer, teacher, doctor or member of the community (but not a family member).

Name Name

Address Address

Telephone Telephone

Email Email

Position Position

Relationship Relationship

Date of application:

Thank you for completing this application, please email to [volunteering@computerfriendly.org.uk](mailto:volunteering@computerfriendly.org.uk)