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# GENERAL APPLICATION

Date \_\_\_\_\_

NAME \_\_\_\_\_ Home Phone \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone \_\_\_\_\_

City/ST/Zip \_\_\_\_\_ email \_\_\_\_\_

- I AM INTERESTED IN...  EMPLOYMENT \*  TEACHING \*  BOARD SERVICE
- \*Please complete second page  VOLUNTEER/DOCENT POSITION  STUDENT INTERNSHIP  COMMUNITY SERVICE HOURS

- I AM AVAILABLE... WEEKDAYS: M TU W TH F WEEKENDS: SAT/10am-5PM SUN/1-5p,  
 (Circle all that apply):  10am-1pm  1-5pm OTHER: \_\_\_\_\_  
 EVENINGS (after 5pm)

- MY AREAS OF INTEREST ARE...(Check all that apply):
- |                                    |  |                                      |  |                                      |
|------------------------------------|--|--------------------------------------|--|--------------------------------------|
| <input type="checkbox"/> EDUCATION | <input type="checkbox"/> TEACHING A CLASS    | <input type="checkbox"/> HOSPITALITY | <input type="checkbox"/> BOARD SERVICE | <input type="checkbox"/> GIFT SHOP   |
| <input type="checkbox"/> ADULTS    | <input type="checkbox"/> CLASSROOM ASSISTING | <input type="checkbox"/> EXHIBITIONS | <input type="checkbox"/> EVENTS        | <input type="checkbox"/> FUNDRAISING |
| <input type="checkbox"/> TEENS     | <input type="checkbox"/> CLASS SCHEDULING    | <input type="checkbox"/> OTHER _____ |  |                                      |
| <input type="checkbox"/> CHILDREN  |  |                                      |  |                                      |

THOSE INTERESTED IN DOCENT, VOLUNTEER, INTERNSHIP, COMMUNITY SERVICE OPPORTUNITIES, please complete the section below:

MY SKILLS & CAPABILITIES ARE... (Check all that apply):

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> Answer Phones      | <input type="checkbox"/> COMPUTER SKILLS                 | <input type="checkbox"/> RETAIL SALES:     | <input type="checkbox"/> Graphic Design   |
| <input type="checkbox"/> Greet Visitors     | <input type="checkbox"/> PC <input type="checkbox"/> MAC | <input type="checkbox"/> Cash Register     | <input type="checkbox"/> Advertising      |
| <input type="checkbox"/> Mailings           | <input type="checkbox"/> Word Processing                 | <input type="checkbox"/> Inventory Control | <input type="checkbox"/> Project Planning |
| <input type="checkbox"/> Phone Solicitation | <input type="checkbox"/> Data Entry email                | <input type="checkbox"/> Selling           |   |
| <input type="checkbox"/> Scheduling         | <input type="checkbox"/> Technical                       |  |   |

<b>■ MY CREATIVE INTEREST/S:</b>	<b>■ MY EDUCATION/TRAINING:</b>	<b>■ MY EMERGENCY CONTACT:</b>
_____	_____	Name _____
_____	_____	Phone _____
_____	_____	Relationship to you _____