

VOLUNTEER / INTERN APPLICATION
FOR
INDIAN RIVER COUNTY SHERIFF'S OFFICE

4055 41st Avenue, Vero Beach, FL 32960

772-978-6353



INSTRUCTIONS

THE APPLICANT WILL BE SUBJECT TO DISQUALIFICATION FOR ANY FALSIFICATION
AND / OR THE OMISSION OF INFORMATION IN THIS APPLICATION.

APPLICANT'S SIGNATURE _____ DATE _____

THIS APPLICATION MUST BE COMPLETED BY THE APPLICANT. ALL ANSWERS
MUST BE HAND PRINTED IN INK AND BE COMPLETELY LEGIBLE.

Read all questions completely. Answer all questions fully and accurately. All answers are subject to verification. If a question does not apply, mark N/A in the appropriate space. If the question requires more space use the back of the page. The application process includes a background investigation, drug screening and fingerprinting.

Complete mailing addresses and phone numbers for residences, schools, employers and character references are mandatory. Please include area codes and zip codes.

Please note that a photocopy of your social security card and Florida driver's license will be required. When complete please return to Human Resources at 3885 41st Street, Vero Beach, 32960. Someone will contact you for an interview.

Interview #1 by: _____ Date: _____

Interview #2 by: _____ Date: _____

Volunteer / Intern Application Process:

Once the interview has been completed, the applicant should call the Sheriff's Office Human Resources Section at **772-978-6353** to schedule an appointment for processing. The applicant will be given instructions by the Human Resources staff for the fingerprinting and drug screening procedures. Once the background has been completed, the file will be forwarded to the Sheriff for approval. The applicant will then be scheduled for issuance of a photo access badge and to sign any necessary Human Resources documents. The applicant will be contacted by the appropriate supervisor to arrange for orientation, training, and assignment.

**Thank you for your interest as a Volunteer / Intern at
the Indian River County Sheriff's Office**

INDIAN RIVER COUNTY SHERIFF'S OFFICE



VOLUNTEER / INTERN APPLICATION

EOE/ADA Compliant

PERSONAL INFORMATION

NAME _____
Last First Middle Suffix

ADDRESS _____
Number Street City State Zip

Social Security Number _____

Home Phone _____ Cell Phone _____

E-Mail Address _____

Emergency Contact _____
Name Phone

Are you legally eligible for employment in the U.S.? _____ YES _____ NO

GENERAL INFORMATION

Position Desired: _____

If **OTHER**, please describe your area of interest: _____

Which days and hours are you available?

Days of the Week: _____

Hours Available: _____

Describe any experience, training, or skills you have in the area which you desire to volunteer / intern:

Describe any current or previous volunteer / intern activities: _____

Have you ever applied to this agency before for any position? _____ Yes _____ No

If yes, what position did you apply for and what year did you apply? _____

How did you learn of the Volunteer / Intern program? _____

CRIMINAL HISTORY

Have you ever been arrested?: _____ Yes _____ No

If yes, state the crime(s) charges; where arrested (city or county and state); the month and year of the arrest (s); and, the sentences (s) imposed.

DRIVING HISTORY

Do you have a Florida driver's license? ___ Yes ___ No

List all other states in which you have been issued a driver's license. _____

Have you **ever** been arrested for DUI (aka DWI or Reckless Driving)? ___ Yes ___ No

If yes, enter the jurisdiction (city or county and state) and the month and year of the arrest. _____

EDUCATION

Last School(s) Attended	Major/Specialty

EMPLOYER REFERENCES: (Last three, including current employer)

Date (Mo/Yr)	Name and Phone No. of Company (Include Area Code)	Position/Title	Duties

PERSONAL REFERENCES: (No relatives, known at least one year)

Name	Home and/or Cell Phone	Years Known

I certify that the information I have entered in this application is true and complete to the best of my knowledge.

*****I understand that I am authorizing a background investigation to obtain any information about myself including, but not limited to; drug screening, employment references, and criminal history records and that this information is for official use of the requesting agency.**

I understand that if I am appointed to a Volunteer / Intern position, any information found to be deliberately false or misleading shall be used for dismissal. I further understand and agree that, if I am appointed to a Volunteer / Intern position, my service may be terminated at any time without prior notice and without cause.

Applicant
Signature _____

Date _____