

**RDU Airport Authority**

**INDIVIDUAL VOLUNTEER APPLICATION FORM**

**KEY INFORMATION (For volunteers', employees' & visitors' safety, random background checks must be performed).**

Name (last, first, middle): \_\_\_\_\_ Date: \_\_\_\_\_

Street Address: \_\_\_\_\_

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

Employer: \_\_\_\_\_

Business Address: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Age: \_\_\_\_\_ Under 21                      \_\_\_\_\_ 21 - 55                      \_\_\_\_\_ 56 and over

Highest Level of Education Completed: \_\_\_\_\_

Advanced Education or Special Job Training: \_\_\_\_\_

Previous Volunteer Experience: \_\_\_\_\_

Hobbies, Special Talents or Skills: \_\_\_\_\_

Community Affiliations: \_\_\_\_\_

Volunteer Work Objectives (check all that apply): \_\_\_\_\_

\_\_\_\_\_ Learn New Skills    \_\_\_\_\_ Meet & Work with People    \_\_\_\_\_ Explore Careers    \_\_\_\_\_ Use Existing Skills

\_\_\_\_\_ Help Community                      \_\_\_\_\_ Fun & Relaxation                      \_\_\_\_\_ Other:

Social Security #: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Driver's License #: \_\_\_\_\_ State Issued: \_\_\_\_\_

Have you been **convicted** of a criminal offense other than a traffic offense? \_\_\_\_\_ Yes    \_\_\_\_\_ No    If yes, please explain: \_\_\_\_\_

Have you ever had a driving violation? \_\_\_\_\_ Yes    \_\_\_\_\_ No    If yes, please explain: \_\_\_\_\_

**SPECIAL NOTE:**

The organization is relying on the accuracy of the applicant's response and discovering information to the contrary is grounds for **IMMEDIATE** dismissal.

**VOLUNTEER OPPORTUNITIES (CHECK ALL THAT APPLY)**

Ambassadors:

- Visitor Service Desks       Terminal Roving       Tours  
 Recruitment       Public Speaking       Community Outreach

Office & Administration:

- Help with Special Events       Computer, Data Entry & Typing       Fundraising Events & Projects  
 Work on Audio & Visual Needs       Serve on a Committee or Task Force       Other:

**TIME COMMITMENT & AVAILABILITY**

Day(s) Available:

- Monday       Tuesday       Wednesday  
 Thursday       Friday       Weekends

Time Preference:

- Mornings       Afternoons       Evenings

What type of schedule would work for you? \_\_\_\_\_

In case of emergency, notify: \_\_\_\_\_

Relationship: \_\_\_\_\_ Phone: \_\_\_\_\_

**REFERENCES**

Personal Reference:

1. Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_ Years known: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Community References:

2. Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_ Years known: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

3. Name: \_\_\_\_\_ Position/Title: \_\_\_\_\_ Years known: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone: \_\_\_\_\_

**HOW DID YOU FIND OUT ABOUT THE RDU AIRPORT VOLUNTEER PROGRAM?**

Source:

- Brochure     Civics Club/Organization     Church       School       Employer  
 Flyer       Internet       Newspaper Ad/Article     Radio/TV Ad/Story     Other

Name of Source (e.g., Newspaper – News & Observer):

**For office use only:**

Date received: \_\_\_\_\_

Contact date: \_\_\_\_\_

Interview date: \_\_\_\_\_

Orientation date: \_\_\_\_\_

Start date: \_\_\_\_\_

\_\_\_\_\_ Verified that all fields are complete.

\_\_\_\_\_ Entered data into database.