

UNITED STATES PROBATION OFFICE

Middle District of North Carolina
101 S. Edgeworth St., Suite R312
Greensboro, NC 27401



(PLEASE TYPE)

APPLICATION FOR VOLUNTEER EMPLOYMENT

Divisional Office Location: _____

Name: _____ Date of Application: _____

Address: _____
Street City State Zip

DOB: _____ Home Phone: () _____ Work Phone: () _____

Social Security Number: _____ E-Mail Address: _____

Citizenship: _____ Place of Birth: _____

Other Names Used: _____

EDUCATION

High School	Name of High School: _____		
	Address: _____		
	Date Graduated: _____	Major Area of Study: _____	
College(s)	Name of College/University: _____		
	Address: _____		
	Dates of Attendance: From: _____	To: _____	Cumulative G.P.A. _____
	Type of Degree Awarded/Total Credits Completed: _____		
	Rank in Graduating Class: _____	Major: _____	Minor: _____
	Name of College/University: _____		
	Address: _____		
	Dates of Attendance: From: _____	To: _____	Cumulative G.P.A. _____
	Type of Degree Awarded/Total Credits Completed: _____		
	Rank in Graduating Class: _____	Major: _____	Minor: _____

SPECIALIZED TRAINING

DATES OF ATTENDANCE		NAME OF SCHOOL	COURSE CONTENT
From	To		

EMPLOYMENT HISTORY

(Will not be contacted unless you are interviewed)

Begin with most recent and provide history for past ten years, if applicable.

Employer: _____ Phone No.: (____) _____
Address: _____
Supervisor's Name: _____ Job Title: _____
Date Employment Began: _____ Date Employment Ended: _____
Beginning Salary: _____ Present Salary: _____
Reason you wish to Leave: _____
Briefly describe your duties: _____

Employer: _____ Phone No.: (____) _____
Address: _____
Supervisor's Name: _____ Job Title: _____
Date Employment Began: _____ Date Employment Ended: _____
Beginning Salary: _____ Ending Salary: _____
Reason for Leaving: _____
Briefly describe your duties: _____

Employer: _____ Phone No.: (____) _____
Address: _____
Supervisor's Name: _____ Job Title: _____
Date Employment Began: _____ Date Employment Ended: _____
Beginning Salary: _____ Ending Salary: _____
Reason for Leaving: _____
Briefly describe your duties: _____

Employer: _____ Phone No.: (____) _____
Address: _____
Supervisor's Name: _____ Job Title: _____
Date Employment Began: _____ Date Employment Ended: _____
Beginning Salary: _____ Ending Salary: _____
Reason for Leaving: _____
Briefly describe your duties: _____

MILITARY
(List Dates and Service Number of all active service.)

From	To	Branch	Service Number

Type of Discharge:

List specialized training received and work assignments while in service:

SPECIAL QUALIFICATIONS AND SKILLS

Typing Speed: _____ WPM

Please list computer and/or office machines utilized, including software proficiency skill levels (i.e. words per minute), etc.

PERSONAL ACHIEVEMENTS AND AWARDS

Date

Achievement/Award

_____	_____
_____	_____
_____	_____

GENERAL

	YES	NO
Are you a citizen of the United States? (If no, give country of which you are a citizen.) _____	G	G
Within the last five years have you been fired from a job for any reason? (If yes, attach separate page providing details.)	G	G
Have you ever been charged with or convicted of any misdemeanor or felony offense? If yes, attach separate page providing details, including date of arrest/conviction, offense, city and state, and disposition. (You may omit minor traffic violations (if fined less than \$150) unless the violation was alcohol or drug related.)	G	G
While in military service, were you subject to any court martial or other disciplinary proceedings under the Uniform code of Military Justice (include non-judicial proceedings, "Article 15's," "Captain's Mast," etc.)? (If yes, attach separate page providing details as described in previous question.)	G	G
Does the United States Government employ in a civilian capacity or as a member of the Armed Forces any relative of yours (by blood or marriage)? (If yes, attach separate page providing details.)	G	G
Do you receive, or do you have pending, an application for retirement or retainer pay, pension, or other compensation based upon military, Federal civilian, or District of Columbia Government service? (If yes, please attach separate page providing details.)	G	G

REFERENCES

List three (3) individuals (other than relatives) who are familiar with your work performance, character and/or reputation in the community.

NAME **ADDRESS** **PHONE**

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gg CERTIFICATION gg

I hereby certify that the foregoing information is true and correct to the best of my knowledge and ability. I understand that termination could result if any of the foregoing information was knowingly falsified.

(Signature)

An Equal Employment Opportunity Employer