

CITIZENS ADVICE ENFIELD CHARITY SHOP

40 Green Lanes – Palmers Green - London N13 6HT

SHOP VOLUNTEER APPLICATION FORM

Name

Postcode

Address

Telephone Number

Email Address

Please detail any prior experience, interests, skills or specialist knowledge you have:

Why have you chosen Citizens Advice Enfield's charity shop to volunteer?

Please indicate when you are available to volunteer in the CAE charity shop.

(Please detail the regular commitment, ie. hours/days per week you can offer)

Monday	am	pm
Tuesday	am	pm
Wednesday	am	pm
Thursday	am	pm
Friday	am	pm
Saturday	am	pm

Are there any times that you are unlikely to be available: eg school holidays

Please detail any needs that you would like us to take into account, either at interview stage or if you are offered a volunteer role: (eg mobility, health condition, childcare responsibilities)

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Does your immigration status prevent you from undertaking unpaid work (term used in Visa documents) or volunteering? Be aware that you could jeopardise your visa by volunteering when it is not permitted under the terms of your immigration status.

Yes

No

Please confirm if the following applies:

Spent conviction Yes No

Unspent conviction Yes No

If you answer yes to the above, you will be asked for more details at the interview; however we suggest that you submit the details and information in confidence prior to the selection interview. Please be assured that all information will be treated in strictest confidence and will be destroyed if you are not selected.

Please give below the name, address, email and telephone number of two people we could contact for a reference (other than your family).

Name:

Address:

Telephone number:

Email:

Name:

Address:

Telephone number:

Email:

Where did you hear about us? e.g. CAB website, volunteer centre, through a friend

Thank you for offering your time to Citizens Advice Enfield. We will contact you as soon as possible.

I confirm that the details I have given in this application form are correct.

Signed

Date

Data Protection Act 1998

As part of the recruitment procedure we may collect and store sensitive personal data about you by Citizens Advice Enfield. We are required by law to obtain your consent to such data being recorded. It is our policy to store data relating to recruitment procedures for up to a year after the date on which it is submitted. Any information of this nature will be treated confidentially. Sensitive personal data is defined as information relating to any of the following: racial or ethnic religion, political opinions, religious beliefs, trade union membership, health, sexuality or sex life, offences and/or convictions.

Monitoring information

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The CAB service aims to provide equal opportunities and fair treatment for all people applying to be volunteers regardless of race, sex, disability, sexual identity or marital status.

In order to achieve these aims we have a policy of monitoring the recruitment and composition of bureau staff and volunteers. All information will be treated confidentially. **This information will not affect your application.**

Age

<25 25-34 35-44 45-54 55-64 65+

Gender

Female Male

Do you consider yourself to have a disability?

Yes No

Ethnic Origin

White	Mixed	Asian or Asian British	Black or Black British	Gypsy / traveller	Chinese or Other Ethnic Group
British <input type="checkbox"/>	White and Black	Indian <input type="checkbox"/>	Black Caribbean <input type="checkbox"/>	Gypsy/ traveller <input type="checkbox"/>	Chinese <input type="checkbox"/>
Irish <input type="checkbox"/>	Caribbean <input type="checkbox"/>	Pakistani <input type="checkbox"/>	Black African <input type="checkbox"/>		Other Ethnic Group <input type="checkbox"/>
Other White <input type="checkbox"/>	White and Black African <input type="checkbox"/>	Bangladeshi <input type="checkbox"/>	Other Black <input type="checkbox"/>		
	White and Asian <input type="checkbox"/>	Other Asian <input type="checkbox"/>			
	Mixed British <input type="checkbox"/>				
	Other Mixed <input type="checkbox"/>				

Please return this application form to:

Francesca Bull

Shop Manager

Citizens Advice Enfield Charity Shop

40, Green Lanes

London

N13 6HT

theshop@enfieldcab.org.uk

OFFICE USE:

Days/Hours Agreed: _____ Day of Joining: _____

Volunteer Welcome pack signed on (date): _____