

VOLUNTEER APPLICATION

Tourism Hamilton is seeking outgoing, reliable Hamiltonians who can share their passion for our city. We ask you to please complete and return this application. Suitable candidates will be invited to an interview to assess placement with the Tourism Hamilton Volunteer team. A job description and training will be provided prior to any scheduled shifts.

Last Name:

First Name:

Address:

City:

Postal Code:

Phone: Work

Cell:

Home:

Email:

Preferred method of contact:

☐ Phone
☐ Email

I can independently operate:

Cell Phone ☐ Yes ☐ No
I Pad ☐ Yes ☐ No
Computer ☐ Yes ☐ No

I am competent to create and edit information in:

Microsoft Word ☐ Yes ☐ No
Microsoft Excel ☐ Yes ☐ No
Internet Search ☐ Yes ☐ No
Twitter ☐ Yes ☐ No
Facebook ☐ Yes ☐ No

I have lived in Hamilton for:

Less than one year ☐
One to five years ☐
More than five years ☐
More than ten years ☐

Are you over 19 years of age: ☐ Yes ☐ No

I am available to volunteer?

Check all that apply

Weekdays ☐
Weekends ☐
Evenings ☐
Flexible ☐

Do you have:

Drivers License ☐ Yes ☐ No
1st Aid / CPR ☐ Yes ☐ No
Smart Serve ☐ Yes ☐ No
WHMIS ☐ Yes ☐ No

Winter ☐
Spring ☐
Summer ☐
Fall ☐

Please indicate your t-shirt size:

Extra Small ☐
Small ☐
Medium ☐
Large ☐
X-Large ☐
2XL ☐

I am comfortable standing / walking for long periods of time

☐ Yes ☐ No

I am able to perform physical work (bend, crouch, lift and carry up to 10 lbs)

☐ Yes ☐ No

Please explain any special considerations:

I am fluent in the following languages:

I have relevant skills, experience or training in the following areas

Retail Sales	<input type="checkbox"/>	Location:
Travel Counselling	<input type="checkbox"/>	Location:
Tourism staff or volunteer position	<input type="checkbox"/>	Location:
Customer Service Experience	<input type="checkbox"/>	Location:
Clerical Skills	<input type="checkbox"/>	Location:
Event Planning	<input type="checkbox"/>	Type of Event(s):
OTEC Customer Service Training	<input type="checkbox"/>	

Describe any previous Volunteer Experience:

Describe your personal interests (culture, arts, sports, family events, etc)

I am interested in volunteering in the following areas (check all that apply)

Hamilton Ambassador at Visitor Centre and Large Events	<input type="checkbox"/>
Technology support at Visitor Centre	<input type="checkbox"/>
Marketing, Blogging, Social Media Support	<input type="checkbox"/>
Event Assistant	<input type="checkbox"/>
Transportation Services / Driver	<input type="checkbox"/>
Clerical and Administrative support	<input type="checkbox"/>
Retail Sales at Visitor Centre	<input type="checkbox"/>

PLEASE NOTE:

Some volunteer positions will be assigned based on previous work or volunteer experience. You may be requested to submit a resume and suitable references.

In submitting this application, I certify that all my answers are true and complete to the best of my knowledge. I understand that any false or misleading information in this application may result in my release as a volunteer.

Once your application has been completed, save the document using **your name** in the file name (eg. SarahStewart.doc)

Submit completed volunteer application to:

Kathy Dunn, Visitor Servicing Coordinator

Tourism Hamilton Visitor Centre
28 James Street North
Hamilton, ON L8R 2K1
Fax: (905) 546 2667
Kathy.Dunn@hamilton.ca