



People Inc

Where your world opens up.

Unpaid Internship and Volunteer Application

People Inc. exists so that individuals with disabling conditions or other special needs have the supports they need to participate and succeed in an accepting society.

People Inc. is an equal opportunity employer. Qualified applicants are considered for all positions without regard to race, color, sex, national origin, religion, age, disability, genetic information, sexual orientation, marital status, military or veteran status (except where bona fide occupational qualifications apply).

Full Legal Name: _____

Address: _____ Apartment/Unit #: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email Address: _____

Are you 18 years of age or older? Yes No

Have you applied here before? Yes No If yes, when? _____

Have you ever been employed by People Inc.? Yes No If yes, when? _____

Are you related to or do you know any People Inc. employees? Yes No

If so, whom? _____

A CRIMINAL CONVICTION MAY NOT AUTOMATICALLY DISQUALIFY YOU FROM EMPLOYMENT, HOWEVER FAILURE TO INDICATE A CRIMINAL CONVICTION WILL BE CONSIDERED FALSIFICATION AND YOU WILL NOT BE ELIGIBLE FOR AN INTERNSHIP OR VOLUNTEER POSITION.

Have you ever pled guilty to or been convicted of a crime (felony, misdemeanor, violation or offense), other than a youthful offender violation, which was not dismissed, expunged, or sealed? Yes No

If yes, set forth the nature of the conviction, date, and if applicable, date of release from prison:

Do you have any pending arrest charges against you (felony, misdemeanor, violation, or offense)? Yes No

If yes, set forth the nature of the pending arrest charge and date:

Personal References

List two personal references that are not relatives.

Name: _____ Relationship: _____

Phone: _____ Address: _____

Name: _____ Relationship: _____

Phone: _____ Address: _____

Employment History

List complete employment history for the past 7 years. Begin with the most recent employment history and list employers in chronological order.

Name of employer: _____ Address: _____

Phone number: _____ Job title: _____

Supervisor: _____ Start date: _____

End date (*leave blank if still employed*): _____ Reason for leaving: _____

Name of employer: _____ Address: _____

Phone number: _____ Job title: _____

Supervisor: _____ Start date: _____

End date (*leave blank if still employed*): _____ Reason for leaving: _____

Name of employer: _____ Address: _____

Phone number: _____ Job title: _____

Supervisor: _____ Start date: _____

End date (*leave blank if still employed*): _____ Reason for leaving: _____

Name of employer: _____ Address: _____

Phone number: _____ Job title: _____

Supervisor: _____ Start date: _____

End date (*leave blank if still employed*): _____ Reason for leaving: _____

I agree to conform to the rules and regulations of People Inc. and understand that my internship or volunteer position can be terminated, with or without notice, at any time, at the option of either People Inc. or myself. I understand that no representative of People Inc. except the President and CEO has any authority to make an agreement contrary to the foregoing or enter into agreement of employment for any specific period of time. I acknowledge and understand that in accordance with People Inc.'s substance abuse testing policy I will be required to submit a sample of my urine for chemical or other form(s) of analysis. I further understand that the purpose of this analysis is to determine or rule out the presence of nonprescription or prohibited controlled substances in my system. I understand that refusal to take this test, attempts to adulterate or substitute the sample, and/or a positive drug test that is in violation of People Inc.'s policy will result in denial of my application for an internship or volunteer position. I understand that I will be required to execute a consent and release for substance abuse testing and that my refusal to execute a consent and release for substance abuse testing will result in People Inc. denying my application. I also agree to undergo any physical examination and/or lab work if requested by People Inc. during the course of my internship or volunteer position. I authorize People Inc. to verify any information I have furnished in this application and to contact any references I have including employers. In doing so I release People Inc. and employer on reference from any liability in release of this information. I affirm that I have read this completed application, and have not withheld any information or response to any questions, and that the information I have furnished is true and correct. I understand that discovery of any misrepresentation or omission of facts can be grounds for rejection of application or for immediate dismissal, regardless of when such misrepresentation or omission is discovered. This application form is intended for use in evaluating your qualifications for an internship or volunteer position. This is not an employment contract. Completion of this application is in no way a guarantee of an interview or an offer of a position. Please answer all questions completely and accurately. False or misleading statements during the interview or on this form are grounds for terminating the application process, or if discovered after, terminating the internship or volunteer position.

Signature: _____ Date: _____