

# DUNEDIN COMMUNITY ACCOUNTING - A SERVICE TO NOT FOR PROFIT

## VOLUNTEER ADVICE WORKER APPLICATION FORM

### PERSONAL DETAILS

Given Names: \_\_\_\_\_ Family Name: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Gender: Male  Female   
Email Address: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_  
Spoken Language: \_\_\_\_\_  
Ethnic or Cultural Group \_\_\_\_\_

### Section One

Returning Volunteer  New Volunteer  Accounting study 3<sup>rd</sup> year  4<sup>th</sup> year

Please indicate what shifts you will be available?

Weekly Monday Evening (5pm – 7pm)  or Fortnightly Wednesday Morning (9am - 11am)

Would you like to be a shift leader? Yes  No

Are you interested in being involved in the running of DCA workshops? Yes  No

Are you studying towards any other qualifications / subjects? Yes  No

If yes please state \_\_\_\_\_

Any other commitments do you have? Sports  Part-time work  Any other

Will this interfere with you ability to attend your shift? Yes  No

If yes please state why? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

***Returning Students do not need to complete Section 2***

## Section Two

You want to volunteer at with Dunedin Community Accounting because:

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You see the role of Dunedin Community accounting as:

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Do you have accounting, volunteer experience other than being at university do you have? Such as club Treasurer, etc?

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## Declaration

1. All details on this form remain confidential to Dunedin Community Accounting.
2. Volunteers of Dunedin Community Accounting are expected to conduct themselves in a professional manner consistent with the Code of Ethics of the New Zealand Institute of Chartered Accountants (NZICA) (particularly regarding confidentiality). We have a copy available.
3. Being part of Dunedin Community Accounting means that I will abide by their Policies and Systems.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return application by 30<sup>th</sup> November 2011**

*All applications will be carefully considered and a short list of applicants will be compiled for a interview before the end of the year, **successful interviewees will be selected for a training day to be conducted during the week of Orientation 2012.***

*You will be contacted and advised of the outcome of this application by email before the end of the semester.*