**Staff Volunteers Pro-forma**

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| --- | --- |
| Name |  |
| Contact phone number |  |
| Current job title |  |
| Current Work Location and Department |  |
| Line Manager Name |  |
| Please list any key skills you could offer? (e.g. administration, caring, teaching, call handling, cleaning etc) |  |
| What type of work are you willing to consider? |  |
| Have you been vetted through the Disclosure Scotland PVG process? | Please tick as appropriate    Basic Disclosure  PVG Adult  PVG Children  PVG Children/Adults |
| Are you registered with the SSSC? |  |
| What are your current working hours? |  |
| Are you able to work outside of your normal working hours e.g. weekends or evenings? |  |
| Do you have a driving licence and access to your own vehicle? |  |
| Please add any other comments |  |

Please ensure you have notified your line manager before submitting your completed form to HR Direct - [HRRecruitment@eastrenfrewshire.gov.uk](mailto:HRRecruitment@eastrenfrewshire.gov.uk)