Application for Volunteer Work in 1E20.

Mr. Edwards is looking for sophomore, junior and senior students to work in the Instructional Teachers Center during their lunch period and after school 1-3 times a week. You will be responsible for helping with day to day maintenance of the computer systems, as well as, creating visual and print media for the building and school as a whole.

Ideal students should have good organizational and communication skills, excellent computer skills, willingness to learn and some basic Photoshop knowledge. IT knowledge; being fluid with all Microsoft Office products (Word, Excel & PowerPoint) and familiarity with digital and video camera usage a plus.

If you are interested, please fill out the form attached and bring it to Mr. Edwards in 1E20 during your lunch period.
Application for Volunteer Work In 1E20

First Name: ____________________________  Last Name: ____________________________

OSIS# ____________________________  Prefect: ____________________________

Class year: ____________________________  Major: ____________________________

Please list the days you will be available to work.

Lunch Per.: ____________________________  Afterschool: ____________________________

Please list special skills and areas of interest:

Special skills: _____________________________________________________________

How well do you know Photoshop? (Basic/Interm./Adv.) ____________________________

Do you have any IT experience/knowledge? (Yes or No) ____________________________

Are you experienced in Microsoft Office (Yes or No) ____________________________

Can you use a video camera/digital camera? (Yes or No) ____________________________

Do you need service credit and/or volunteer hours? ____________________________

When can you start? ____________________________

Bring the form attached to Mr. Edwards or Mr. Haynes in 1E20.