



# CUSTOMER SERVICE JOBS TRAINING PROGRAM

## APPLICATION FORM

Application Date: \_\_\_\_\_ Orientation Date: \_\_\_\_\_

Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Last 4 of SS#: XXX-XX-

Phone Number: \_\_\_\_\_ (cell) \_\_\_\_\_ (home) \_\_\_\_\_ (other)

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Highest Level of Education completed: \_\_\_\_\_

### Which Community Employment Center are you registered with?

- Mechanicsville  Richmond (Midlothian Turnpike)  
 Northside  Petersburg

### Where did you learn about the Customer Service Training Program?

- AARP  DARS  Department of Social Services  
 Partnership for Families  TIE  
 Other \_\_\_\_\_

### Current Employment

- Not Employed  Employed Full Time  Employed Part Time

Employer Name: \_\_\_\_\_

Current Wage: \_\_\_\_\_

### Future Employment Goals

- Full Time  Part Time  
Desired Salary Range: \_\_\_\_\_ Available Hours: \_\_\_\_\_

### Desired Employer Type

- Call Center  Restaurant/Hospitality  
 Customer Service Representative  Retail/Sales  
 Health Care  Other \_\_\_\_\_

### Please select any items which may be an **obstacle to employment**:

- Child Care  Lack of appropriate attire  
 Transportation  Criminal Background  
 Lack of Housing  Other \_\_\_\_\_

Do you have a resume? \_\_\_\_\_

How would you rate your current computer skills on a scale of 1 (poor) to 5 (expert)? \_\_\_\_\_



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## TALENT RELEASE FORM AND CONSENT

I \_\_\_\_\_, being of legal age to consent hereby grant to Goodwill of Central and Coastal Virginia the right and permission to use any photograph, video, voice recording or any other likeness Goodwill has of me for any purpose and in any and all media now or in the future. I hereby grant to Goodwill the right and permission to use my name in connection with the photograph, video, recording or other likeness if it so chooses.

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### PARTICIPANT

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

### GOODWILL OF CENTRAL AND COASTAL VIRGINIA

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name and Title

Submit application documents to: Customer Service Jobs Training Program  
Goodwill of Central and Coastal Virginia  
6301 Midlothian Turnpike, Richmond, VA 23225  
[CSTProgram@goodwillvirginia.org](mailto:CSTProgram@goodwillvirginia.org)  
Phone: (804) 745-6300 or Fax: (804) 767-3073