



City of Newport News Intern Application

CONTACT INFORMATION:

First Name: _____ Last Name: _____ Middle Name: _____
Address: _____ Home Phone: _____
City/State/Zip Code: _____ Cell Phone: _____
E-mail Address: _____

EDUCATION:

High School Student Area of Interest: _____
 High School Graduate or GED Area of Interest: _____
 Undergraduate Student List University and Major: _____
 Graduate Student List University and Major: _____

QUALIFICATIONS:

List any courses relevant to the internship you are seeking: _____
Have you been employed during the past six months? Yes No
If yes: Employer _____ Position _____ Dates _____
List any other paid or unpaid work experience as it relates to the internship you are seeking: _____

List other training, qualifications, and special interests (licenses, skills with machines, publications, memberships in professional or scientific societies): _____

AVAILABILITY/SCHEDULE REQUIREMENTS:

Available from (month/year): _____ to _____
Hours required to fulfill education program requirements (if applicable): _____
Schedule availability/preference (list days and times): _____

ADDITIONAL INFORMATION:

1. Have you ever been convicted of a crime, including DWI/DUI and reckless driving, but excluding minor traffic violations? A conviction does not automatically mean that you cannot be considered for an internship with the City.
 Yes No If Yes, please give the charge, date and disposition: _____
2. Are you currently employed by the City of Newport News? Yes No
3. Do you currently have any relatives working for the City of Newport News? Yes No
If yes, please list the relative's name, relationship and department: _____
4. If you are a current college student, does your degree program require an internship? Yes No N/A
5. Please provide your current GPA? _____

I certify that the information given in response to the foregoing questions is true and correct and that I have not knowingly withheld or misrepresented any material fact herein or in my resume. Any false information given herein shall result in the immediate rejection of this application.

Name: _____

Date: _____