



Internship Application

9801 Mackenzie Road – St. Louis, MO 63123
Phone: 314-638-2100 Ext. 15 – Fax: 314-638-2313

Name: _____ E-mail: _____

Address: _____ City: _____ Zip: _____

Phone: (H) _____ (W) _____ (CELL) _____

1. Education

College or University

Name: _____ Major/Emphasis _____ Graduation Date _____

Name: _____ Major/Emphasis _____ Graduation Date _____

High School

Name: _____ Graduation Date _____

2. Are you planning on being employed during your internship? Yes No

3. Current (or most recent) employer's name: _____ Phone: _____

4. Previous work experience: _____

5. Dates available: Start Date: _____ End Date: _____

6. Times you are available: Morning: _____ Afternoon: _____ Evening: _____

7. Days you are available: Sunday Monday Tuesday Wednesday

Thursday Friday Saturday

8. Number of days a week you are available: 2 3 4 5

9. Will your internship gain credit hours towards a degree? If so, please provide your school's requirements, including number of hours required: _____

10. Special skills you could bring to our organization:

Graphic Design

Office Skills

Data Entry

Leadership Skills

Art

Gardening

Carpentry Skills

Construction Skills

Crafts

Athletic Skills

Computer Skills

Other _____

11. If you have computer skills, please list the software you are familiar with and to what extent:

12. Describe interests: _____

13. Personal References:

1. Name: _____ Phone: _____ E-mail: _____

2. Name: _____ Phone: _____ E-mail: _____

14. In case of an emergency contact:

1. Name: _____ Relationship: _____ Phone: _____

Address: _____ City: _____ Zip: _____

2. Name: _____ Relationship: _____ Phone: _____

Address: _____ City: _____ Zip: _____

3. Name: _____ Relationship: _____ Phone: _____

Address: _____ City: _____ Zip: _____

15. Is there anything you would like to share concerning the experience you are seeking?

Have you ever been convicted or is there a charge pending against you for any offense, other than parking tickets, to include but not limited to a felony, misdemeanor, and or a quasi-criminal offense by either civil or military authorities? Yes No

Applicant Signature: _____ Date: _____

For Office Use only

- Received application ___/___/___ by _____
- Contacted ___/___/___ by _____
- Interviewed ___/___/___ by _____
- Copied & Faxed to Affton 314-638-2313
- Entered into Volunteer Works by _____
- Start Date ___/___/___