



Internship Application

Name:

Date of Submission:

Email:

Phone Number:

School Graduated from or Currently Attending:

Degree:

Major:

GPA:

Graduation Year:

Type of Work/Position Desired

(Please see instructions on Page 2)

First Choice	
Second Choice	
Third Choice	

Dates You Are Available

(DD/MM/YYYY)

Full Time	Part Time
Begin:	Begin:
End:	End:

Do You Require Pay? (Y/N)

Open To Working Upon Returning to Campus? (Y/N)

If you are interested in a specific organization, please list here:

So we can better locate applicants in the future, please tell us how you heard about this program. Please choose the best option available.

School/University Job Board

Recruiter

Professional Organization

Handshake

Recruitment event
(Job Fair, Meetup, etc)

Agency Employee

Professor/Faculty

Agency Website

Colleague/Other Students

Other, Please Specify:

Within the space provided, describe what you hope to accomplish during an internship:

Within the space provided, describe where you see yourself in five years:

Instructions to Complete

Type of Work / Position Desired

Insert three of the following types of work/position desired in the blanks above.

[Template assignment agreements](#) (to be fully completed upon being selected as an intern) related to each of the following may be found via Google Docs.

0130 Foreign Affairs
0301 Program Analyst
0346 Life Cycle Logistics
0510 Accounting Analyst
0511 Audit Analyst
0560 Budget Analyst
0801 General Engineering
0854 Computer Engineering
0861 Aerospace Engineering
0871 Naval Architecture
0896 Industrial Engineering
0905 Legal Analyst
1082 Writer
1102 Contracting Analyst
1176 Building Management
1421 Archives Technician
1500 OR / Statistics Analyst
1640 Facilities Operations Analyst
2210 IT Architecture Analyst
2210 IT Data Mgmt Analyst
2210 IT Policy Analyst
1035 Public Affairs

Note: Your requests will be matched with organizations seeking interns related to those fields. All efforts will be made to place you with your first choice, if selected for an internship.

Dates You Are Available

If you desire a full-time (40 hrs/wk) voluntary internship, list your estimated dates of availability. If you desire a part-time voluntary internship (at least 24 hrs/wk) while attending school, list your estimated dates of availability. If you desire to continue a full-time voluntary internship into a part-time voluntary internship (e.g. working full-time over the summer and continuing part-time through the fall and/or spring semesters of school), list all estimated beginning and end dates.

If leveraging this form for full-time employment, such as under the Workforce Recruitment Program internship, enter the date you are available to begin work in the full-time “beginning” block.

If you have questions, please contact **whs.pentagon.hrd.mbx.volunteer@mail.mil**