



# INTERNSHIP APPLICATION DALLAS COUNTY

Having carefully considered the opportunity and responsibility involved, I hereby offer my services to Dallas County as an UNPAID INTERN.

SECTION I - PERSONAL DATA			
Name (Last)		(First)	(Middle)
Sex Male _____ Female _____	TELEPHONE NUMBER(S): Check Best Number _____ Cell: _____ Home: _____ Work: _____ Other:		
Email Address:			
Address: (Street) (City) (State) (Zip Code)			How long at this address?
SECTION II - Other Related Information			
Have you ever been Arrested? Yes _____ No _____		Hobbies and Interest (give details if needed):	
Do you have any Unpaid Traffic or Parking Tickets? Yes _____ No _____			
SECTION III- Education & Training			
High School	Complete Address		Diploma: Yes _____ No _____ GED _____
College or University	Complete Address		Degree: Yes _____ No _____ Hours Completed: _____ Type of Degree:
SECTION IV- Work Experience			
Name of Employer	Phone:	Name of Supervisor:	Supervisor Number:
Job Title:	Address (City) (State) (Zip Code)		
Job Duties:			
Name of Employer	Phone:	Name of Supervisor:	Supervisor Number:
Job Title:	Address (City) (State) (Zip Code)		
Job Duties:			
SECTION V - References			
Business/Professional	Address (City) (State) (Zip Code)		

Phone:	Relationship:	Years Known:	Employer:	Occupation:
<b>Personal</b>		<i>Address</i>	<i>(City)</i>	<i>(State)</i>
				<i>(Zip Code)</i>
Phone:	Relationship:	Years Known:	Employer:	Occupation:
Provide a brief description as to what benefit you would like to receive from an Internship?				

I certify that the statements made in this application are true and correct. I understand and agree that my application will be reviewed by the Dallas County Human Resources Department and a background check will be made. I understand that any false information on my application will be cause for dismissal from the Dallas County Internship Program.

I understand the following must be successfully completed before I can be considered as an intern with Dallas County.

- 1 Submit 3 Reference Letters
- 2 Background Check

I also understand that this information will be kept in the strictest confidence and only released with my permission.

---

**Signature**

---

**Date**

Dallas County thank you for your interest!

Please Return To: Mattye Mauldin-Taylor, Ph.D  
 Director Human Resources/Civil Service Department  
 509 Main, Suite #101  
 Dallas, TX 75202

**Phone: 214-653-7668**

**Fax: 214-653-7608**