



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)		
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Phone:	Relationship:	Years Known:	Employer:	Occupation:
Personal	<i>Address (City) (State) (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:

Director Human Resources/Civil Service Department
Renaissance Tower
1201 Elm Street, Suite 2300-B
Dallas, TX 75270

Phone: 214-653-7668

Fax: 214-653-7608