

**THE NATIONAL ARCHIVES AT ATLANTA**

**INTERN APPLICATION**

**NAME:** \_\_\_\_\_ **DATE OF BIRTH:** \_\_\_\_\_

**HOME ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**HOME PHONE:** \_\_\_\_\_ **CELL** \_\_\_\_\_

**EMAIL ADDRESS(ES)** \_\_\_\_\_  
\_\_\_\_\_

**IN CASE OF AN EMERGENCY, PLEASE NOTIFY:** \_\_\_\_\_ **PHONE** \_\_\_\_\_

**IF EMPLOYED, PLEASE GIVE:**  
**EMPLOYER NAME:** \_\_\_\_\_  
**JOB TITLE:** \_\_\_\_\_

**BUSINESS PHONE:** \_\_\_\_\_ **ext.** \_\_\_\_\_  
May we call you at work? Y \_\_\_\_\_ N \_\_\_\_\_

**IF AVAILABLE, PLEASE GIVE E-MAIL ADDRESS** \_\_\_\_\_  
**FAX #** \_\_\_\_\_

**I AM INTERESTED IN AN INTERNSHIP FOR THE FOLLOWING DATES:**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**EDUCATION:**

**SCHOOL/COLLEGE PRESENTLY ATTENDING:** \_\_\_\_\_

**GRADE/FRESHMAN, SOPH., JR., SR.** \_\_\_\_\_

**UNDERGRAD or GRADUATE PROGRAM** (circle)

**IF YOU PREFER MAIL TO BE SENT TO A SCHOOL ADDRESS, PLEASE GIVE ADDRESS:**

---

---

---

**PHONE # WHERE YOU CAN BE REACHED AT SCHOOL:**

---

**HIGH SCHOOL**

**ATTENDED:** \_\_\_\_\_

**COLLEGE**

**ATTENDED:** \_\_\_\_\_ **MAJOR** \_\_\_\_\_

**PERSONAL STATEMENTS:**

**1. How did you hear about our Intern Program?**

---

---

---

**2. Why are you interested in an internship with the National Archives at Atlanta?** \_\_\_\_\_

---

---

---

---

**3. Other comments you would like to make:**

---

---

---

**VOLUNTEER EXPERIENCE OR PREVIOUS INTERNSHIPS**

List past and/or present commitments

**1. Organization:**

\_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Phone #** \_\_\_\_\_

**Direct Supervisor** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Dates:** \_\_\_\_\_

**Main Responsibilities:** \_\_\_\_\_

**I liked the following things about this experience:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. Organization:**

\_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Phone #** \_\_\_\_\_

**Direct Supervisor** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Dates:** \_\_\_\_\_

**Main Responsibilities:** \_\_\_\_\_

**I liked the following things about this experience:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**PLEASE LIST COMPUTER SKILLS LEVEL/PROGRAMS WITH WHICH YOU ARE FAMILIAR:**

---

---

---

---

---

**REFERENCES**

**Name** \_\_\_\_\_ **Relationship** \_\_\_\_\_  
**Phone** \_\_\_\_\_

**Name** \_\_\_\_\_ **Relationship** \_\_\_\_\_  
**Phone** \_\_\_\_\_

**PLEASE RETURN THIS APPLICATION ALONG WITH A RESUME TO:**

**Shane Bell**  
**National Archives at Atlanta**  
**5780 Jonesboro Road**  
**Morrow, GA 30260**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**