

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. Briefly describe your area of study and any topics you would be interested in pursuing in an internship.

4. 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