



## Internship Application

### Contact Information

Name

E-mail address

Address

City  State  Zip

Phone number  (555-555-5555)

*If you were to intern for TWDB, which term/semester do you prefer?*

☐ Summer: June – Aug. ☐ Fall: Sept. – Dec. ☐ Spring: Jan. – May ☐ No preference

### Education

#### *Current school*

Major

Hours completed  (hours)

#### *Prior school (if applicable)*

Major

Hours completed  (hours)

#### *High school*

Year graduated  (yyyy)

In what fields are you interested in interning?

Relevant courses and skills

### Work/Volunteer/Internship Experience

#### Work/Volunteer/Internship #1

From  (mm/dd/yyyy) to  (mm/dd/yyyy)

Supervisor's name



Supervisor's phone number and email address

Briefly describe your duties and responsibilities

Reason for leaving

### Work/Volunteer/Internship #2

From

(mm/dd/yyyy) to

(mm/dd/yyyy)

Supervisor's name

Supervisor's phone number and email address

Briefly describe your duties and responsibilities

Reason for leaving

### Reference

Name and title

Relationship

E-mail address

Phone number

### Submit Application

When you are ready to submit your application be sure to send a copy via email to **HR@twdb.texas.gov**, and to attach a cover letter of interest, your current resume, a copy of transcript (unofficial), and at least one (1) academic or work reference prior to sending. Thank you for your interest in interning with the TWDB!