

**OFFICE OF SEN. LAMAR ALEXANDER
INTERNSHIP INFORMATION FORM**

Please fax this form and a copy of your resume to (202) 228-3398.

Please note that all internships are unpaid.

Name: _____ Phone: _____

Home town: _____ University: _____

Expected Year of Graduation: _____ G.P.A. _____

Major: _____ Minor: _____

SS #: _____

Dates Applying to work (Mark all possible):

SUMMER INTERNSHIP DATES:

_____ Session I: May 18 – July 3, 2009
Deadline for summer applications is Friday, February 13, 2009.

_____ Session II: July 6 – August 14, 2009
Deadline for summer applications is Friday, February 13, 2009.

Interns are exposed to a variety of work situations, and we make every effort to rotate interns through at least two stations but we cannot guarantee certain assignments. Your return of this form acknowledges your willingness to participate in any job assigned.

Please rank in order your top 3 preferences for intern job assignments.

___ Reception/ General Administrative ___ Mail/ Correspondence

___ Constituent Services, Tours ___ Press Office

Please provide contact information for three personal or professional references:

Please describe why you want to be an intern specifically for Sen. Alexander and what you hope to accomplish (500 words or less)

List or describe any skills or attributes that may not be apparent from your resume which would make you a good intern candidate.

Because of delays associated with Senate regulations on mail please FAX this application and resume to Kim Morton at (202) 228-3398.