The purpose of this form is for candidates to request an internship position with the Department of Transportation. Candidates applying for an internship shall submit this form along with a Cover Letter, Resume, Transcripts and on-line State of NH job application to the Training and Recruitment Specialist.

1. Students with a high school diploma or equivalency are eligible to apply:

* Students who have completed their sophomore year and have a cumulative GPA of 2.5 are preferred.
* Majors with a study in engineering, planning, finance, environmental science and computer sciences are all welcome.

1. Application Deadline:

* All intern applications must be submitted prior to the last Friday in January, preceding the expected Start Date.

1. This form is for the application process only. It is not intended to present any statement of promise or guarantee. All information and availability is subject to change.

**AREAS OF INTEREST:** *(indicate 1, 2, 3 in order of preference, with 1 being your 1st choice)*

|  |  |  |
| --- | --- | --- |
| **ENGINEERING AIDE** | | |
| Bridge Design | Office of Federal Compliance | Highway Maintenance District 2 |
| Construction | Rail & Transit | Highway Maintenance District 3 |
| Environment | Traffic | Highway Maintenance District 4 |
| Highway Design | Transportation Systems, Management & Operations | Highway Maintenance District 5 |
| Materials & Research | Turnpikes | Highway Maintenance District 6 |

Finance & Contracts

**ACCOUNT CLERK**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **NAME:** |  | | | **Cumulative GPA:** |  |
| **School:** |  | | | **Expected Graduation Date** | |
| **Major(s):** |  | | |  |  |
| **Sophomore** | **Junior** | **Senior** | **Senior +** | **Graduate Student** | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Physical/Mailing**  **Address:** | **Street** | **City** | **State** | **Zip** | **At this address from - to** |
| **Summer:** |  |  |  |  | to |
| **School:** |  |  |  |  | to |
| **E-mail:** |  | | **Phone #:** |  | |
|  |  | |  | | |
| **Emergency Contact**  **Name:** |  | |
| **Daytime**  **Phone#:** |  | |
| **Relationship:** |  | | **Alternate Phone #** |  | |
| **SIGNATURE:** |  | | | | |

**AVAILABILITY**:

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Part-Time (29.5 hrs/wk) | | | | Full-Time (37.5 hrs/wk) | | | *If part-time, note below the hours you will be available, Each shift must be at least 4 hours long.* | | |
| Start Date: |  | | Available Through: | | |  |
| Monday | | Tuesday | | | Wednesday | | | Thursday | Friday |
| to | | to | | | to | | | to | to |

Participation in an internship is intended as academic learning, career development, skill development or personal development opportunity and does not guarantee a job in the future with NHDOT