

Internship Application Form

*Creative Insight Design is an affirmative action / equal opportunity employer.
We do not, under any circumstances, discriminate because of race, color, religion, sex,
handicap, sexual orientation, or national origin.*

In order to be considered for an internship, you must submit a signed and completed Internship Application form. Please include a cover letter and your resume, along with any sample work you may wish to show. All application items must be submitted together as a complete package in order to be considered, as incomplete applications will not be reviewed.

Please send resume and included documents to:

Creative Insight Design of CT
RE: Internship Application
12 Case Street Suite 212
Norwich, CT 06360

At this time, we are only accepting Internship Applications for those with knowledge in the fields of Marketing and Graphic Design.

APPLICATION

First Name: _____ Last Name: _____
Current Address: _____

Are you eligible to work in the United States?:
If you are not a US Citizen, are there any restrictions on your eligibility for employment?
(If yes, please specify):

Dates available to perform internship:

Days available to perform internship *(our hours are Monday through Friday 10am - 4pm):*

Education

High School Name:
High School Location:
Degree / Date:
Awards / Honors:

College Name:
College Location:
Degree / Date:
Awards / Honors:

Please list any computer programs you are familiar with and/or use regularly, and your skill level of each *(Knowledge of Adobe programs is helpful, attach additional papers if needed)*.

Employment *(includes paid, volunteer, internships)*

Most Recent Employer:

Address:

Phone:

Supervisor *(Name & Title)*:

Position type *(paid, intern, etc)*:

Description of Duties:

Employer:

Address:

Phone:

Supervisor *(Name & Title)*:

Position type *(paid, intern, etc)*:

Description of Duties:

Employer:

Address:

Phone:

Supervisor *(Name & Title)*:

Position type *(paid, intern, etc)*:

Description of Duties:

References

Name:

Company/School:

Phone Number:

Relationship:

Length of Time Known:

Name:

Company/School:

Phone Number:

Relationship:

Length of Time Known:

Name:

Company/School:

Phone Number:

Relationship:

Length of Time Known:

Misc Information *(attach additional papers if needed)*

Please list any awards, honors, accomplishments you wish to include that you have not mentioned above, including any activities relevant to the internship position you are applying for:

Why would you like to work for Creative Insight Design of CT?

What do you hope to learn / accomplish by working for Creative Insight Design of CT?

I certify that all of the statements in this application are true and complete to the best of my knowledge. I understand that a false or incomplete answer may be grounds for not considering me or for my dismissal. I understand that completion & submittance of this and all provided documents does not guarantee a position within Creative Insight Design of CT and any documents submitted may not be returned.

Signature:

Date: