



## INTERNSHIP APPLICATION

The application, cover letter and resume should be e-mailed to [Yaritza@pelicanharbor.org](mailto:Yaritza@pelicanharbor.org) (preferred) or mail it to the address at the bottom of this page.

### Personal Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone Number: \_\_\_\_\_  
Email: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_

Have you ever been convicted of a crime? (Circle one) YES NO

If yes, please explain the charges and circumstances: \_\_\_\_\_  
\_\_\_\_\_

### Medical Information

Emergency Contact:

Relationship: \_\_\_\_\_  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone(s): \_\_\_\_\_

Do you have a current tetanus shot: (circle one) YES NO

Do you have medical insurance? (circle one) YES NO

Name of insurance provider: \_\_\_\_\_

Do you have any medical condition or allergies that require special accommodations? (circle one) YES NO

If yes, please explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Educational Information

Name of school you currently (or most recently) attend: \_\_\_\_\_

Entry date: \_\_\_\_\_

Anticipated Graduation Date: \_\_\_\_\_

Major Field of Study: \_\_\_\_\_

Extra-curricular activities \_\_\_\_\_

How did you hear about this internship? \_\_\_\_\_



**Internships:**

Which internship are you applying for

Animal Care

Full-time

Part-time

Student

Education

Outreach & Social Media

**Please include the following supporting documents:**

1. A current resume and cover letter
2. A list of three references of individuals not related to you.

Applications will be reviewed as they are received and a telephone interview scheduled after a signed internship agreement is received. If you are selected, proof of medical insurance and current tetanus immunization may be required prior to your starting date.

**The above information is true and accurate to the best of my knowledge. I understand that falsification of information will be grounds for immediate dismissal.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I understand that if chosen to participate in the internship program I will be asked to perform a wide variety of tasks including but not limited to cleaning both inside and outside, participating in educational programming and special events, answering phones, customer service, and minor maintenance of the facility.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_