

Congressman Steve Stivers Intern Application



Thank you for your interest in serving as an intern in the office of Congressman Steve Stivers. There are a limited number of intern appointments. Priority is given to qualified applicants and complete applications from Ohio's 15th Congressional District and Ohio.

Applications are due on the following dates

- Spring Term – December 31st, 2011
- Summer Term - March 31, 2012
- Fall Term - June 30, 2012

Office you are applying to, please choose one

D.C. Office ____
Hilliard Office ____

Contact Information

Full Name	
Permanent Address	
Temporary Address in DC (if applicable)	
Cell Phone	
Email	
Birth date	

Are you a resident of Ohio's 15th Congressional District or have ties to the Ohio? Please explain:

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Internship Terms

Please indicate the appropriate internship term. You are welcome to mark more than one term. Please note specific start and end dates will be agreed upon if an internship is offered.

- Spring Term: January-May ____
- Summer Term: June-August ____
- Fall Term: September-December ____

Availability

Are you available Full Time Monday through Friday, 8:30-6PM? ____

If No, which days and hours are you available during the week?

Monday ____ Tuesday ____
Wednesday ____ Thursday ____
Friday ____

Education

College Name and Location	
Major & Minors	
Intended Graduation Date	
Any Leadership Offices/Honors/Awards	
Extracurricular Activities	

Special Skills or Qualifications

Have you had any previous office experience answering phones, faxing, entering data? ____

**Other qualifications/talents that may contribute to a professional office environment?
Please Explain:**

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Non Academic Work References (please no family or friends)

Name	
Job Title	
Relationship	
Phone Number	
Email Address	
Name	
Job Title	
Relationship	
Phone Number	
Email Address	

Please email this application, your resume, cover letter, and one page writing sample to monica.hueckel@mail.house.gov. Incomplete applications will not be considered. Thank you for your interest in public service.

Questions regarding Washington, D.C. based internships should be directed to Monica Hueckel by email at monica.hueckel@mail.house.gov or by phone at 202-225-2015.

Questions regarding Hilliard, OH based internships should be directed to Minyet Hua by email at minyet.hua@mail.house.gov or by phone at 614-771-4968.