

CONGRESSMAN STEVE STIVERS



VIRTUAL INTERNSHIP 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. Due to the current Coronavirus pandemic, our offices are currently minimally staffed with most staff and interns working virtually. Priority is given to qualified applicants and complete applications from Ohio's 15th Congressional District and Ohio.

Applications are due on the following dates:

- Summer Term – May 1st
- Fall Term- August 1st
- Spring Term- December 12th

CONTACT INFORMATION

Full Name	
Cell Phone	
Email	
Permanent Address	
Birth date	

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

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___

Will you be seeking college credit? _____

AVAILABILITY

Are you available 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 Julie.Macmann@mail.house.gov to apply for the virtual internship. Incomplete applications will not be considered. Thank you for your interest in public service.