



INTERNSHIP APPLICATION

Interested in applying for an internship at the City of Newberg? There are multiple internships available within our various departments. Learn about public service while gaining experience in a professional setting. All internships are paid, last a minimum of two semesters, have the eligibility for credit hours from your school, and will include a maximum of 8-10 hours a week.

APPLICANT INFORMATION

Name: _____ Date: _____

Mailing Address: _____

City/State: _____ Zip: _____

Phone: _____ Email: _____

Where do you attend school? _____

Please specify year in school: Undergraduate Graduate Masters Expected graduation date: _____

If you selected undergraduate, please indicate your class standing: Fr Soph Jr Sr

Academic major or area of study _____

When are you interested in beginning your internship? Fall Winter Spring Summer

Do you plan to receive academic credit for this internship? Yes No

If so, please provide the name and contact information of the faculty advisor you will be working with, and the number of credits you plan to receive: _____

How many hours per week are you interested in working? _____

What days and hours are you available to work?

Monday _____ Tuesday _____ Wednesday _____ Thursday _____ Friday _____

What type of positions are you interested in? _____

How did you find out about this internship? _____

Please email a cover letter, resume, and application to brittney.jeffries@newbergoregon.gov

Human Resource Division • Email: Brittney.Jeffries@NewbergOregon.gov • Phone: (503)-554-7789