

**United States District Court
Southern District of Florida
U.S. Probation Office**

APPLICATION FOR PROBATION INTERNSHIP

Applicants will be subject to a background history investigation, records check, and a drug screen, before being selected.

Please provide a copy of your most recent school transcript

DATE: _____

When will you be available for the internship? _____

Location Preferences: Miami Ft. Lauderdale Boca Raton West Palm Beach Ft. Pierce Key West

Days/Hours Available: _____

PERSONAL INFORMATION: Home Telephone: _____ Cell Phone: _____

NAME: _____
(Last, First, Middle, Maiden, aka or nickname if applicable) Social Security Number

ADDRESS: _____

Email Address: _____

Date of Birth: _____ Place of Birth: _____ Citizenship: _____

Driver License Number: _____ Issuing State: _____

Have You or any members of your family ever been arrested or convicted of a crime? _____ YES _____ NO

If Yes Explain: _____

Are you related to anyone currently employed with the U.S. District Court? _____

EDUCATION	Name & Location of School (Address, City, State)	Principal Field of Study (Type of Degree & Major)	Highest Level Completed
College/University			
Business & Trade School			

LICENSES OR CERTIFICATES:

List licences or certificates relevant to the job for which you are applying. (Use additional sheets if necessary)

License/Certificate	Date Issued/Expires	State/Licensing Agency
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- 1) _____
- 2) _____

Military Service: YES NO

Branch of Service _____

Are you registered with the selective service system? _____ Yes _____ No

Registration # _____

Foreign Languages: _____ (Please indicate the level of proficiency which applies to your skills)

WORK EXPERIENCE:

Work History: Start with the most current/past employer (use additional space if necessary)

Date	NAME/ADDRESS/PHONE(OF IMMEDIATE SUPERVISOR)	Salary	Position	Reason for leaving
Description of Work: specific duties, responsibilities, accomplishments				
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Description of Work: specific duties, responsibilities, accomplishments				

May we contact your current employer? _____ Yes _____ No.

Have you ever been fired from any job for any reason? Did you resign after being told that you would be fired, or did you leave by mutual agreement because of specific problems? _____ Yes _____ No. If Yes explain: _____

Activities, Awards, Achievements: Give the Title, and year of any honors, awards and fellowships you received. List your special qualifications, skills, and accomplishments that are relative to the position for which you are applying. List any membership in professional societies or associations.

ADDITIONAL INFORMATION: (List any other additional information you would like considered):

PERSONAL REFERENCES:

Name	Address	Phone #

Information contained in this application is true and correct to the best of my knowledge. I understand falsification or misrepresentation of this information could result in my discharge should I be selected for an internship. I further authorize the U.S. Probation Office to verify any information I have provided. A signed release form will be required. This information may cover background information such as former employers, educational or training institutions, financial institutions and other appropriate sources.

SIGNATURE: _____ **DATE:** _____

RETURN TO: U.S. Probation Office, 400 North Miami Ave., Ninth Floor South, Miami, FL 33128
ATTN: United States Probation Officer Yolonda Rawl - Intern Coordinator
intern@flsp.uscourts.gov