

New West Technologies (NWT) Summer Internship Program Information

NWT offers paid internships at its Washington, D.C., Landover, MD and Greenwood Village, CO offices. The internship program is designed to provide students and recent graduates with an opportunity to learn about the energy industry and the supporting areas of NWT.

INTERNSHIP POSITIONS AVAILABLE

Internship opportunities are available in most areas of the company. The Internship Program bulletin lists the specific internships available at NWT and may be viewed on NWT's website.

ELIGIBILITY

A candidate must be a graduate student; an undergraduate student; or have graduated from college within 6 months of beginning the internship.

GENERAL INFORMATION

Interns are expected to work between 20 and 30 hours a week during an 8 to 12 week internship period. Internships are offered during the Summer (usually mid-June through August). Interns may receive academic credit if an agreement is made between NWT Human Resources Department and the intern's college or university. All interns are subject to the applicable NWT employee policies and procedures.

APPLICATION PROCEDURES

Candidates must complete an application form and submit it with their cover letter and resume. Some internship positions require additional application items, such as a writing sample. All application items must be submitted as a complete package. Incomplete applications will not be reviewed.

Application Deadlines: Applications are due May 30th.

Mail or Fax Internship Applications to:

Human Resources Department - Internship Program
New West Technologies, LLC
Human Resources Department
8201 Corporate Drive, Suite 800
Landover, MD 20785
eFax: (877) 527-0442

For Further Information:

Visit the NWT Website - www.nwttech.com/careers/internship_program.aspx or contact Ike Relacion, HR Department at irelacion@nwttech.com and/or (240) 696-6558.





New West Technologies (NWT) Summer Internship Program Application

In order to be considered for an internship, you must submit a signed and completed application form along with a cover letter and your resume. All application items must be submitted as a complete package. Incomplete applications will not be reviewed.

Name(s) of Internship(s) Applied For:

CANDIDATE INFORMATION

Name: _____

School Address: _____

Permanent Address: _____

School Telephone Number: _____ Permanent Telephone Number: _____

E-mail Address 1: _____ E-mail Address 2: _____

Are you legally eligible to work in the U.S.? Yes No

If you are not a U.S. citizen, are there any restrictions on your eligibility for employment?

Dates available to perform internship: _____

EDUCATION

TYPE OF SCHOOL	NAME AND LOCATION	DEGREE/DATE	MAJOR
High School			
College			

Scholastic Honors and/or Licenses:

EMPLOYMENT HISTORY (INCLUDES PAID, VOLUNTEER, AND INTERN POSITION)

Most Recent Employer: _____ Telephone Number: _____

Address: _____

Supervisor (Name & Title) _____

Position Title: _____ Start Date: _____ End Date: _____

Description of Duties:

Employer 2: _____ Telephone Number: _____

Address: _____

Supervisor (Name & Title) _____

Position Title: _____ Start Date: _____ End Date: _____

Description of Duties:

Employer 3: _____ Telephone Number: _____

Address: _____

Supervisor (Name & Title) _____

Position Title: _____ Start Date: _____ End Date: _____

Description of Duties:

REFERENCES

Name: _____ Telephone Number: _____

Company/School: _____

Relationship: _____ Known how long: _____

Name: _____ Telephone Number: _____

Company/School: _____

Relationship: _____ Known how long: _____

Name: _____ Telephone Number: _____

Company/School: _____

Relationship: _____ Known how long: _____

OTHER

Publications and Articles:

Community/professional organizations, honors, and awards:

Activities relevant to the internship(s) for which you are applying:

Why would you like to work as an NWT intern?

I certify that all of the statements in this application are true and complete to the best of my knowledge. I understand that a false or incomplete answer may be grounds for not considering me or for my dismissal.

Signature: _____ Date: _____