

**U.S. DEPARTMENT OF AGRICULTURE
SUMMER INTERN PROGRAM
RESUME COVER SHEET**

Please attach a copy of this form to your resume.

Job Title: _____

Announcement Number: _____

Name: _____

Social Security Number: _____

Address: _____
(After semester ends)

Phone: (Home) _____

(Work) _____

School: _____

Major: _____

Total Credits Earned: (Quarter) _____

Class Standing: _____
(Graduate Student, Senior, Junior, Sophomore, Freshman)

(Semester) _____

(College transcript must be attached - student copy accepted)

Expected Graduation Date: _____

Number of Credits in Progress: _____

Work Experience:

1. Position title: _____

Dates (from/to): _____

Employer's name: _____

Employer's address: _____

Supervisor's name and phone number: _____

2. Position title: _____

Dates (from/to): _____

Employer's name: _____

Employer's address: _____

Supervisor's name and phone number: _____

3. Position title: _____

Dates (from/to): _____

Employer's name: _____

Employer's address: _____

Supervisor's name and phone number: _____

Computer Experience (List software packages, including statistical packages, with which you have some experience):

General Information:

Are you a U.S. citizen?

No

Yes

Do you claim veteran=s preference?

No

Yes (Please attach a copy of your DD-214)

Signature: _____ Date: _____

HRD use only

Date Received: _____