

## **SUMMER INTERNSHIP APPLICATION PROCESS:**

**\*Enrolled Oneida Tribal Members only\***

Thank you for your interest in the 2019 Summer Internship Program. The program runs from June 10<sup>th</sup> through August 2<sup>rd</sup>.

Listed are current internship vacancy announcements available for summer 2019. Application forms and information are included.

### **TO APPLY:**

- 1. Review the SUMMER INTERNSHIP OPPORTUNITY link to view internship positions.**
- 2. Complete the:**  
ONEIDA NATION HUMAN RESOURCES DEPARTMENT APPLICATION FOR EMPLOYMENT, (including the Background Information Disclosure (BID) Form). Under “Position Applying For” list SUMMER INTERNSHIP and the APPROPRIATE OPPORTUNITY you are applying for.
- 3. Include a current unofficial transcript for proof of enrollment (Current college students).**
- 4. Include Cover Letter**
- 5. Include Resume**
- 6. Include one letter of reference**

Submit Application materials to:  
Oneida Human Resources  
909 Packerland Drive  
Green Bay, WI 54303

**COMPLETE APPLICATIONS MUST BE RECEIVED BY APRIL 26TH!**  
(Complete application means, all documentation listed above)

**INCOMPLETE APPLICATIONS WILL NOT BE REVIEWED)**

Selected interns will be notified no later than May 17, 2019 (pending completed background checks).

Please note: Due to the competitive nature of this program and limited internship opportunities, not all applicants will be placed.