



Indian Red Cross Society

Jammu & Kashmir

Application Form for Internship

Date of Application: _____

In order to be considered for an internship you must submit the completed application form along with your resume, and a passport size photograph. Incomplete application form will not be reviewed.

Personal Information

1. Name: _____

First Name

Last Name

PHOTO

2. Contact Address: _____

Permanent Address: _____

3. Telephone (Landline): _____

Mobile: _____

4. Email: _____

5. Date of Birth: _____

6. Gender: _____

7. Nationality: _____

8. Languages known: _____

Education Details				
Board/University	College/Institute	Degree	Year	Percentage

2. Besides, the above did you take any training, did any additional courses? If yes, please mention.

3. Please mention if you have any specific skills and know-how which would be useful to consider your application?

4. Have you participated/volunteered/interned in any programme? If yes, please describe the activity and your role very briefly.

Internship Details

1. Duration of Internship:

From (Date) _____ to (Date) _____

2. Number of months: _____

3. Field of interest during Internship (Please use highlighter for selecting. You can tick more than one option)

- **Field Work**
- **Research**
- **Documentation**
- **Networking/Campaigns/Fund Raising**
- **Communication Material development**
- **Any other, please mention**

4. Preferred thematic area: Please check our website www.ircsjk.org for latest information on thematic areas where internships are open.

5. What motivated you to apply for an internship with IRCS J&K? Please mention in not more than 200 words.

6. How do you think the learning's from this internship will be useful in your professional and personal life?

References

1. Name:
Telephone Number:
Company/School:
Relationship: Known how long:
2. Name:
Telephone Number:
Company/School:
Relationship: Known how long:

Terms and Conditions

1. The interns once placed at IRCS JK will need to complete the term for which the placement has been agreed upon. Once decided, no change will be generally allowed, but exceptions will be allowed in case the intern and mentor feel the need for a change in assignment.
2. IRCS JK will provide a Certificate to the intern on completion of the term and based on thereport from the mentor.
3. The intern will follow IRCS JK rules and conform to the values and work ethics of theorganization.
4. In case of a medical emergency or any genuine problem which needs that the intern would not be able to complete the mandatory days, the mentor can recommend extension of the term depending on the requirement for the project. In such cases, certificate will be given only if theinternship is completed.

Signature of Intern