

Bank of America 
2015 Summer Internship Program



APPLICATION

Fax applications to: (408) 293 – 6028 or Email them to:
Harold.Wilson@work2futurefoundation.org
 If you have any questions regarding the application process, please call: (408) 794 – 1118.
 Applications can also be hand delivered to our office located at **2072 Lucretia Avenue San Jose, CA 95122**

- Please print clearly and attach extra sheets if necessary.
- Please use your full legal name on all documents.

CONTACT INFORMATION:			
Last Name:	First Name:	Middle Initial:	<input type="checkbox"/> Male <input type="checkbox"/> Female
Street Address:	City:	Zip Code:	Date of Birth (month/date/year)/ Age:
Phone:	Cell Phone:	Email Address:	Social Security #:
Emergency contact information:	Name:	Relationship:	Phone:

ELIGIBILITY:	
Are you a citizen of the United States? <input type="checkbox"/> YES <input type="checkbox"/> NO	If no, are you authorized to work in the U.S.? <input type="checkbox"/> YES <input type="checkbox"/> NO
What is your family 2014-2015 income?	
Do you receive: Free or reduced school meals? <input type="checkbox"/> YES <input type="checkbox"/> NO	CalWorks <input type="checkbox"/> YES <input type="checkbox"/> NO CalFresh <input type="checkbox"/> YES <input type="checkbox"/> NO

AVAILABILITY:							
What kind of transportation do you have (bus, car, etc.)?							
Are you planning to travel this summer? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, when?							
What hours are you available to work?	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Starting Time:							
Ending Time:							

EDUCATION LEVEL:					
High School/ College/ University	Currently Enrolled?	# Of years completed	Dates attended	Year you will graduate	GPA
Name: City:	YES <input type="checkbox"/> NO <input type="checkbox"/>				
Name: City:	YES <input type="checkbox"/> NO <input type="checkbox"/>				
Awards and Certifications:					

EMPLOYMENT HISTORY: Begin with your current or latest job, list ALL work, including paid and volunteer positions. Attach additional sheets if necessary.			
From (Date)	Employer	Job Title	<input type="checkbox"/> Paid – Pay Rate \$ _____ <input type="checkbox"/> Volunteer
To (Date)	City	State	Supervisor’s Name Supervisor’s Phone
Total Months/ Years	Reason for leaving		
Hours/Week	Job Duties		
May we contact your previous supervisor for a reference: <input type="checkbox"/> YES <input type="checkbox"/> NO			

From (Date)	Employer	Job Title	<input type="checkbox"/> Paid – Pay Rate \$ _____ <input type="checkbox"/> Volunteer
To (Date)	City	State	Supervisor's Name Supervisor's Phone
Total Months/ Years	Reason for leaving		
Hours/Week	Job Duties		

May we contact your previous supervisor for a reference: YES NO

REFERENCES: Please list at least two professional or personal references below (May NOT be a family member).

Name:	Relationship:
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Phone:	Email Address:
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Name:	Relationship:
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Phone:	Email Address:
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SKILL SUMMARY:

English speaking skills: <input type="checkbox"/> Conversational <input type="checkbox"/> Fluent	English reading skills: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	English writing skills: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced
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Languages spoken other than English:
 Spanish Vietnamese Cantonese Mandarin Tagalog Cambodian American Sign Language Other:

Computer skills: <input type="checkbox"/> Basic <input type="checkbox"/> Intermediate <input type="checkbox"/> Advanced	Software programs used: (mark all that you can use) <input type="checkbox"/> Microsoft Word <input type="checkbox"/> Excel <input type="checkbox"/> PowerPoint <input type="checkbox"/> Internet <input type="checkbox"/> Access <input type="checkbox"/> Other:
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Office equipment used: Fax machine Copy machine Telephone Printer Other:

Why are you interested in the Bank of America Summer Internship Program?

CERTIFICATION – *(Read carefully before signing)*

I hereby certify that the information provided in my resume, all statements made in this application, and all statements made during the interview process are true and correct to the best of my knowledge. I agree and understand that any misstatement, falsification, or omission of material facts will cause forfeiture of my eligibility for employment.

How did you hear about the Bank of America Summer Internship Program? _____

Signature of Applicant

Date

**Signature of
Parent/Guardian**

(If under 18 years of age)

Date

4/29/2015