



## **Amerikanisches Generalkonsulat Leipzig**

Wilhelm-Seyfferth-Str. 4

04107 Leipzig

tel: 0341-21384-64

fax: 0341-21384-61

email: <mailto:NussC@state.gov>

<http://leipzig.usconsulate.de/>

## **American Consulate General Internship for German Students**

### ***Application Instructions***

All applications must be submitted in English.

Due to a lengthy security process, deadlines for applications will not be extended.

Qualified applicants will be invited for a personal interview shortly following the submission deadline. Applicants must be available for an in-person interview. Transportation can not be refunded.

Minimum internship of 6 weeks, 30-40 hours per week. If you have further questions, please email or call Ms. Chris Nuss (contact information above).

#### **To apply, please fill out the form and mail to the following address:**

Amerikanisches Generalkonsulat  
z.H. Frau Chris Nuss, Personalabteilung  
Wilhelm-Seyfferth-Str. 4  
04107 Leipzig

**OR Email to:** [NussC@state.gov](mailto:NussC@state.gov)

**OR Fax to:** 0341-21384 61

#### **Submission Deadlines:**

March-April 2009: December 1, 2008

May-June 2009: February 2, 2009

#### **Requirements:**

English language: speak, read and write

Citizenship: German (security clearances for non-German citizens would take over a year)

Minimum age: 18

Enrolled at a University in Germany

Picture (scanned, printed or as jpeg file)

#### **Preferred Skills:**

Computer skills: MS Word, PowerPoint, MS Outlook

Service oriented



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## Application Form for Internship

Last Name:

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First Name:

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Street Address:

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Zip Code and City:

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Email:

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Telephone (Festnetz):

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Telephone (Cell Phone):

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Date of Birth (month/day/year):

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Citizenship:

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Enrolled in German University: Yes No

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Name and City of University:

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Year of Study:

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Area of Study:

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Previous visits to the US:

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**Tell us about yourself and why you're interested in working for the Consulate (500 words or less in English).**