



APPLICATION FOR INTERNSHIP

Fulton County Clerk of Superior and Magistrate Court 2018 Junior Deputy Clerk Summer Internship Program

In order to be considered as a Junior Deputy Clerk Summer Program participant, you must submit a signed and completed application form along with accompanying forms. You will be required to attend daily Monday – Friday beginning June 18 through July 20, 2018. **There will be no program on the Wednesday, July 3 - Friday, July 7 (Holiday)**. All items must be submitted as a complete package by **April 27, 2018**. Incomplete applications will not be reviewed. Selected applicants will be contacted for an interview for further consideration. Selected applicants will be notified by June 1, 2018.

Today's Date _____ Grade (2018 – 2019 School Year) _____
School _____ School System _____
Student's Name _____ Student's Cell Phone Number _____
Student's E-mail Address _____
Student's Mailing Address
(Street and Apartment Number) _____
City _____ State _____ Zip _____
Parent's Name _____ Parent's Phone Number _____
Parent's E-mail Address _____

- A. Can you commit to the program dates?
Monday – Friday from June 18 – July 20, 2018 with the
exception of July 2 –6, 2018 (holiday week for Interns) Yes No
- B. Can you commit to the daily work schedule?
8:45am – 4:00pm (including a 1 hour - lunch) Yes No
- C. What is your t-shirt size (circle one) Adult S M L XL XXL XXXL
Sizes
- D. What is your Polo shirt size (circle one) Adult S M L XL XXL XXXL
Sizes
- E. Can you provide your own transportation to the Clerk of Superior
Court?
Location: Lewis Slayton Court House Yes No
136 Pryor Street, SW
Atlanta, Georgia 30303

Student's Signature _____ Date _____
Parent's Signature _____ Date _____



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Equal Opportunity Employer:

Fulton County Government provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, genetic information, marital status, amnesty, or status as a covered veteran in accordance with applicable federal, state and local laws.

Fulton County Government complies with applicable state and local laws governing non-discrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including, but not limited to, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.

Americans with Disabilities Act (ADA) :

The Americans with Disabilities Act (ADA) prohibits discrimination against people with disabilities in employment, transportation, public accommodation, communications, and governmental activities.

Reasonable Accommodation:

Federal law requires us to provide reasonable accommodation to qualified individuals with disabilities to ensure equal employment opportunity for all.

If, because of your disability, you require a reasonable accommodation during the application and/or hiring process, such as a change to the application or interview procedures, documents in an alternate format, sign language interpreter, or specialized equipment, please contact the Disability Compliance Liaison (DCL) for Personnel, Crystal Evans at (404) 613-0871.

Limited English Proficiency (LEP)

English - ATTENTION: If you do not speak English, language assistance services, free of charge, are available to you. Call 404-612-6687. For written translation service please allow a 24-48 hour turnaround for translation of documentations

Spanish-ATENCION. Para las personas que no hablen ingles, tenemos disponible asistencia en español gratuita .Por favor llamar al 404-612-6687. Para traducciones de documentos del ingles al español se necesitara un periodo de 24 a 48 horas.