

Application Form For Internship Programme for 2013

Instructions:

Before completing the form, please read the information package carefully. Information package can be downloaded from the HCC website <http://www.hcc.sg/Outreach-Programmes/Internship>. The application period is from **03 January 2013 to 31 January 2013.**

1 Applicant's Personal Details	
Full Name (please <u>underline</u> your family name)	
Date of Birth	Nationality
Residential Address	
Gender	
Contact No. (please include your country code and area code)	Email Address

2 Education Qualification (with the most recent first)			
<i>Please provide copies of your academic records and course outline (If you are currently studying)</i>			
Degree / Qualification Awarded	Major	Institution	Period of Study

English Language Ability (please tick the appropriate box)

	Fluently	Adequately	Poorly
Speaking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Writing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other Languages (Written or Spoken)

- a. Language: _____
- b. Language: _____
- c. Language: _____

Other Skills (e.g computer, software, handicraft etc)

a. _____	d. _____
b. _____	e. _____
c. _____	f. _____

3 Work Experience (with most recent first)	
<i>You may also attach a copy of your curriculum vitae.</i>	
Name and Address of Company	
Job Title	Period
Role of Responsibilities	
Name of Immediate Supervisor, Contact No. & Email Address	
Name and Address of Company	
Job Title	Period
Role of Responsibilities	
Name of Immediate Supervisor, Contact No. & Email Address	
Name and Address of Company	
Job Title	Period
Role of Responsibilities	
Name of Immediate Supervisor, Contact No. & Email Address	

4 Internship Request

Period of Internship (*a minimum of 6 weeks is required*)

Area of Specialization

(Please tick one area of specialisation that you wish to be attached to and indicate the period of internship)

	Period of Internship	
	(dd/mm/yy)	(dd/mm/yy)
Papers Conservation <input type="checkbox"/>	_____	to _____
Paintings Conservation <input type="checkbox"/>	_____	to _____
Objects Conservation** <input type="checkbox"/>	_____	to _____
Textiles Conservation <input type="checkbox"/>	_____	to _____

**** Further Details on Objects Conservation:** The focus of this internship will be studying the range of peranakan furniture on its typical construction, the decorative technique, choice of materials, materials analysis and identification, engaging in research on types of restoration and associated materials of the past, and treatment of the Peranakan bed. Duration of Internship will be **12 weeks**.

Additional Information to be provided:-

- Letter of Intent

5 References

(please provide the Letter of Recommendation from the 2 references. At least one of them has to be a professional reference)

Reference 1

Name

Your connection with this person

Name of Company / Institution

Contact No.

Email Address

Reference 2

Name

Your connection with this person

Name of Company / Institution

Contact No.

Email Address

6 Acknowledgement

I declare that all the information given in this application form is true and correct. I understand that any misrepresentation or omission of information may result in the disqualification of my application.

Signature of Applicant

Date