

# OFFICE OF THE ATTORNEY GENERAL

555 East Washington Ave., Suite 3900 Las Vegas, Nevada 89101

CATHERINE CORTEZ MASTO
Attorney General

**Photoshop** 

SECTION 4: ADDITIONATION

KEITH G. MUNRO Assistant Attorney General THOM M. GOVER Acting Chief of Staff

#### Application for Internship with the Nevada Attorney General's Office

Thank you for your interest in an internship with the Nevada Attorney General's Office. Please fill out the following application and submit with your resume and a writing sample as well as any specific information mentioned on our Internship Page. We look forward to reviewing your application and will contact you following its review.

SECTION I. APPLICANT I	NFORMATION	
Last Name	First Name	MI
Mailing Address (PO Box # o	or house number and street)	Apt #
City State	Zip Code	_
Cellular Phone	Home Phone	
Email Address		
What is the best form of con Skills & Abilities (check the a	<u> </u>	Email
Computer Knowledge:	Legal Knowledge:	General:
Microsoft Outlook	Writing	Public Speaking
Microsoft Excel	Legal Research	Bilingual (language)
Microsoft Word	Briefs	Typing (wpm)
Microsoft PowerPoint	Draft Pleadings	Knowledge of social networking sites
П нтмі		☐ Internet Research

Photography

### **SECTION 2: APPLICANT SCHOOL INFORMATION**

Name of College or University:		
Check One: Law Student Graduate Student Paralegal Undergraduate N/A		
Current Student Status: ☐Full-Time Student ☐Part-Time Student ☐N/A		
Class Year: Estimated Graduation Date:		
Major: Minor (if applicable):		
Are you seeking academic credit for your Internship: $\square$ Yes $\square$ No		
Internship Program Contact (first/last name and title):		
Contact's Phone Number:		
Contact's Phone Email:		
Is outside funding (such as a grant, stipend, or work study) available? If so, please indicate the appropriate contact person or office.		

### **SECTION 3: APPLICANT VOLUNTEER AND EMPLOYMENT HISTORY**

Please list all past and present volunteer activities and employment. Use a separate sheet of paper if necessary, and attach to the end of this application.

Name of Organization or Employer
Dates of Involvement
Address
Telephone Number
Supervisor:
Duties:
Name of Organization or Employer
Dates of involvement
Address
Telephone Number
Supervisor:
Duties:
Name of Organization or Employer
Dates of involvement
Address
Telephone Number
Supervisor:
Duties:

## **SECTION 4: INTERNSHIP INFORMATION**

Applications for the Fa August) semesters are	` •	,	January-May), Sur	mmer (June-
Desired Internship (ch	neck all that apply)	: 🛘 Fall 🖺 Spi	ring 🛮 Summer	
Date available to begi	n internship:			
How many hours per wax. of 40 hours per w	_	e available to inte	rn (min. of 25 hour	rs per wk. and
Proposed work sched (Office hours are Mon	day through Frida	y from 8AM-5PM	,	
Monday	Start time		End time	
Tuesday	Start time		End time	
Wednesday			End time	
Thursday	Start time		End time	
Friday	Start time		End time	
Desired Internship of Interest (select all that apply, and rank them in decreasing order of importance, with 1 being the most important):  Administration Communications (Las Vegas Only)  Legal Information Technology (Las Vegas Only)				
Legal Department of Interest (for Legal Interns Only; select all that apply, and rank them in decreasing order of importance, with 1 being the most important):				
Consumer Protection (utilities, civil fraud)				
Criminal Justice (me county prosecution, w	orkers compensat	tion/insurance frau	ıd)	
Governmental Affairs (gaming, transportation, business/taxation, government/natural resources, boards/licensing, health /human services)Litigation (personnel, public safety, appellate)				

## PLEASE ANSWER THE FOLLOWING QUESTIONS:

1. Why are you interested in an internship with the Nevada Attorney General's O	ffice?
O Milesta and an allegations of the College of the New York and Affects of the New Yor	17 -
2. What experience do you have that will be beneficial to the Nevada Attorney Go Office?	enerars
3. What do you want to learn from your experience with the Nevada Attorney Ge	neral's
Office?	

#### SECTION 5: RULES OF CONDUCT AND CONFLICT OF INTEREST

- Legal interns who wish to appear in court must meet the requirements of Nevada Supreme Court Rule 49.5.
- As an intern, the Nevada Attorney General's Office understands that you may work or have previously worked in different roles outside of this office. Students who now work or have previously worked at a law firm, business, non-profit organization or other state agency must be especially sensitive to actual, apparent or perceived conflicts of interests involving diverse and sometimes conflicting roles. Please bring any concerns about actual or perceived conflicts to the immediate attention to our office. Any outside employment or volunteer work must be reported to our office so that a determination may be made as to whether any real or perceived conflicts exist.
- Internships with the Nevada Attorney General's office are contingent upon successful
  completion of FBI background check, National Crime Information Center background
  check, National Crime Information Justice System background check and a fingerprint
  criminal history check. Candidates for all intern positions must have a satisfactory
  criminal background check. Anything other than routine traffic violations may preclude
  you from obtaining an internship with the Office.

#### **SECTION 6: APPLICANT CERTIFICATION**

Required: By signing or typing my name on the signature line below, I am certifying that the statements made by me on this application form and attachments (if any), are true and complete to the best of my knowledge and are made in good faith. I understand that if I knowingly make any misstatement of fact, I am subject to disqualification and dismissal. I hereby certify that I am a United States citizen or legally authorized to work in the U.S. All statements made on this application, including employment information, are subject to verification as a condition of interning with the Nevada Attorney's General Office.

Applicant signature:	_ Date:	
Note: A typed name will substitute for a handwritten sign		

Email your application, resume, a writing sample, and any additional supporting materials to the following:

For internships in Las Vegas:	For internships in Carson City and
	Reno:
Kathy Luna	Judy Fishburn
Office of the Attorney General	Office of the Attorney General
555 E. Washington Ave. Suite 3900	100 N. Carson St.
Las Vegas, NV 89191	Carson City, NV 89701
Telephone: 702-486-3156	Telephone: 775-684-1132
Fax: 702-486-3416	Fax: 775-684-1108
Email: KLuna@ag.nv.gov	Email: JFishburn@ag.nv.gov