

Internship (Unpaid) Application Form



**Government
of South Australia**

Department for Infrastructure
and Transport

The Department for Infrastructure and Transport (DIT) welcomes university and tertiary students to undertake an unpaid industry placement (Internship) as part of their tertiary education. An Internship provides the opportunity to put theory subjects into practice and gain work experience in the fundamental aspects of a particular profession or discipline within the department. At DIT there are a large variety of roles and career paths. Applicants will find an Internship with the department interesting, beneficial and enjoyable.

Please fill out the below information and return the completed application form to:-

DIT.Recruitment@sa.gov.au

STUDENT DETAILS						
Title		First Name (s)		Last Name		
Mobile/Contact Number				Date of Birth		
Email Address						
Address		Suburb		Postcode		
Do you have a car licence/learners permit?	YES/NO	Licence No.				
Type Held	P1 provisional licence / P2 provisional Licence / Full licence Other, please specify: _____					
Do you identify as being of Aboriginal and/or Torres Strait Islander background?						YES/NO
Do you have a declared disability?						YES/NO
STUDENT EMERGENCY CONTACT						
Name				Relationship to Student		
Phone	Mobile		Work		Home	
Address			Suburb		Postcode	
STUDENT COURSE DETAILS						
University/Tertiary Institution						
Qualification/Degree						
Current year of study		Expected completion year				
Subject/Topic (that you are completing the industry placement for)						



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BEFORE completing the next section, please visit the DIT website www.dpti.sa.gov.au to gain an understanding of the work that DIT undertakes. This will help you decide which areas of interest you may have for your Internship.

AREA OF INTEREST FOR INTERNSHIP

Please number boxes to indicate 1st, 2nd and 3rd preference.

Architecture	<input type="checkbox"/>	IT (Business Analysis)	<input type="checkbox"/>
Business Administration	<input type="checkbox"/>	IT (Communications)	<input type="checkbox"/>
Business	<input type="checkbox"/>	IT (Computer Science)	<input type="checkbox"/>
Commerce	<input type="checkbox"/>	IT (Data Science)	<input type="checkbox"/>
Communications and Social Media	<input type="checkbox"/>	IT (Electronic Systems)	<input type="checkbox"/>
Customer Service (Frontline)	<input type="checkbox"/>	IT (Service Delivery)	<input type="checkbox"/>
Economics	<input type="checkbox"/>	IT (Wide Area Networking)	<input type="checkbox"/>
Engineering (General)	<input type="checkbox"/>	Human Resources (Industrial Relations)	<input type="checkbox"/>
Engineering (Civil)	<input type="checkbox"/>	Human Resources (Organisational Development)	<input type="checkbox"/>
Engineering (Electrical)	<input type="checkbox"/>	Human Resources (Policy Development)	<input type="checkbox"/>
Engineering (Environmental)	<input type="checkbox"/>	Human Resources (Workplace Health and Safety)	<input type="checkbox"/>
Engineering (Geotechnical)	<input type="checkbox"/>	Law	<input type="checkbox"/>
Engineering (Mechanical)	<input type="checkbox"/>	Marketing	<input type="checkbox"/>
Engineering (Process/Electronics)	<input type="checkbox"/>	Physics	<input type="checkbox"/>
Engineering (Software)	<input type="checkbox"/>	Planning (Urban, Regional or Transport)	<input type="checkbox"/>
Engineering (Structural)	<input type="checkbox"/>	Project Management	<input type="checkbox"/>
Engineering (Transport)	<input type="checkbox"/>	Science	<input type="checkbox"/>
Environmental (Waste Management)	<input type="checkbox"/>	Surveying	<input type="checkbox"/>
Finance	<input type="checkbox"/>	Trade. please specify: _____	<input type="checkbox"/>
Geography (Arts)	<input type="checkbox"/>	Other, please specify: _____	<input type="checkbox"/>

Please briefly describe what interests you about the work of the department and what you would like to learn during your placement and why? Please attach a copy of your Resume to your application.



INTERNSHIP INFORMATION

Please note:

- **DIT Internship placements are for either 12 or 20 weeks, dependent on course requirements.**
- **DIT will align dates where possible, however placement is subject to availability and capacity of the respective team.**

Preferred date(s) of placement* : ____ / ____ / _____ to ____ / ____ / _____

**Please submit this application at least one month prior to the proposed work experience dates*

UNIVERSITY/TERTIARY INSTITUTION INTERNSHIP COORDINATOR DECLARATION

I am aware of the above-named student's request to intern with the Department for Infrastructure and Transport on the dates outlined above. I understand that while the student is participating in the placement they are:

- enrolled at the University/Tertiary Institution
- the placement is a compulsory requirement of the student's course, and
- they are covered under the University/Tertiary Institution's Public Liability Insurance.

Internship Placement/Subject Coordinator Name

Contact Phone Number

Contact Email Address

I confirm that:

- I am aware of this student's application for an Internship at the Department for Infrastructure and Transport;
- the placement is a compulsory requirement of the student's University or Tertiary course; and
- at the time of the proposed placement, the student will be enrolled at the University/Tertiary Institution and the University/Tertiary Institution will hold adequate Public Liability Insurance to cover the student.

Subject/Placement Coordinator Signature

Date

/ /



STUDENT DECLARATION

As a student participating on this program, I agree to attend the workplace at the agreed time and days. I shall promptly notify my workplace supervisor and University if I am unable to do so. I shall promptly inform the workplace supervisor and the University of any incident or accident.

I confirm that:

- The information provided in this form is accurate to the best of my knowledge
- I understand that the Internship is an unpaid work placement
- I am enrolled in the aforementioned University/Tertiary Institution and it is a requirement of my course to undertake this Internship
- I will notify DIT if my enrolment at the aforementioned University/Tertiary Institution ceases at any time

Student Signature		Date	/ /
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HOW DID YOU HEAR ABOUT THE DIT INTERNSHIP PROGRAM?

University Faculty/School <input type="checkbox"/>	High School <input type="checkbox"/>
University Careers Fair <input type="checkbox"/>	Referral from family/friend <input type="checkbox"/>
DIT Website <input type="checkbox"/>	Other, please specify: _____ <input type="checkbox"/>

WOULD YOU LIKE TO SUBSCRIBE TO OUR ENTRY LEVEL MAILING LIST?

Our Entry Level Mailing List notifies subscribers of entry level vacancies, application opening dates and more.

- Yes**, please subscribe me to the mailing list. I would like to receive notification of entry level opportunities at the department. (*Please note:* The email address listed under the 'Student Details' section will be subscribed. Please let us know if there is an alternative email address you would like to subscribe).

Alternative email address: _____

- No**, thank you. Please do not add my email to the entry level mailing list.

Email confirmation of the placement will be sent prior to the start date.

For enquiries please email DIT.Recruitment@sa.gov.au

