

Chi Heng Foundation Internship Application Form

Limit form to one page. Along with this form, please include a cover letter and resume.

Name:	Age:	Birth date:
Address:		
Phone:	Email:	
Best time to call:	Passport Country:	

Program you prefer to work with (mark one with "X"): <input type="checkbox"/> AIDS Orphan Project <input type="checkbox"/> MSM Outreach Program <input type="checkbox"/> Both/General
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Type of internship preferred (mark "X" for all that apply): <input type="checkbox"/> Direct service (limited availability) <input type="checkbox"/> Administration <input type="checkbox"/> Translation (English/Mandarin Chinese and/or Cantonese) <input type="checkbox"/> Other (must confirm alternate type with CHF before selecting this option)	<input type="checkbox"/> Publications <input type="checkbox"/> Public Relations/Publicity <input type="checkbox"/> Web Page/Computer Graphic Design <input type="checkbox"/> Research/Evaluation
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Brief Summary of Relevant Experience:	
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Educational Experience (School, time attended, major, degree):	
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Native Language:	
Other Languages (written and oral fluency levels for each):	
Computer Skills:	

Availability (mark all that apply with "X"):	Fall semester Full time	Spring semester Part time	Summer semester
Preferred Office:	Hong Kong	Beijing	Shanghai No Preference

References (minimum of three):

Name	Company/ Position	Relationship/ Length of Rel'nship	Email	Phone/Fax

Personal Information Collection Statement:

CHF may use your contact information to communicate with you for newsletters, marketing materials and update of our services and fundraising activities through direct mailing, email, telephone etc. We will not sell and/or provide your personal data to any third party other than our staff, appointed volunteers and institutions who are necessary for these functions. The provision of personal data is purely voluntary, however, our services may be delayed or cannot be provided if data is insufficient. You have the right to access, update and request CHF to stop using your personal data for the above purposes by notifying the office manager with email to info@chihengfoundation.com or by mail to G.P.O. Box 3923, Central, HK.