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GOVERNMENT OF  
THE UNITED STATES VIRGIN ISLANDS



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*Workforce Development*

## **LIFT** Labor Investing For Tomorrow



The Labor Investing for Tomorrow (LIFT) program was created by the Department of Labor in 1989 as a summer internship program to provide college level students with an on-the-job orientation in various professional fields. LIFT is open to you if you are between the ages of 18 – 25, inclusive, presently in college and completed at least 60 credit hours, and have a minimum G.P.A. of 2.80.

LIFT administrators have designed a highly competitive selection process for the program. Essays will be Content (30%), Organizational Development (30%), Mechanics (30%) and Style (10%). Applicants who have successfully passed the review process are then scheduled for interviews.

During the eight (8) weeks of the LIFT Program, interns are paid an average of \$11.00/hour and are expected to work 35 hours per week. Program participants are encouraged to practice and promote your skills, network, and utilize this opportunity to establish valuable contacts within your area of interest.

Completed applications and all supporting documents should be submitted to the attention of the Director of Workforce Development by the **March 25, 2016** deadline.

Take the time to complete the application. There are many opportunities here for you at home in the Virgin Islands. Do not take a chance on your future . . .

Sincerely,

Arah C. Lockhart  
Director of Workforce Development

A proud partner of the  **americanjobcenter** network

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The Virgin Islands Department of Labor is an Equal Opportunity Employer with Equal Opportunity Programs. Auxiliary aids and services are available upon request to individuals with disabilities.



**Government of The Virgin Islands of the United States  
DEPARTMENT OF LABOR**



**LIFT** Labor Investing For Tomorrow

APPLICATION INSTRUCTIONS	APPLICATION INFORMATION				
<p>All students interested in being considered for the Labor Investing For Tomorrow (LIFT) Summer Internship Program must submit this application and all supporting documents to address below <b>NO LATER THAN March 25, 2016.</b></p> <p><b>Eligibility Requirements</b></p> <ol style="list-style-type: none"> <li>GPA must be 2.8 or better on a 4.0 scale.</li> <li>Applicant must be between the ages of 18-25, inclusive.</li> <li>Applicant must be presently in college/grad. school and must have completed at least 60 credit hours.</li> </ol>	<b>PLEASE COMPLETE &amp; MAIL TO ADDRESS BELOW</b>				
	Last Name		First Name		MI
	Local Address			Email:	
	City		State	Zip	Telephone
	Local Contact Person				Telephone
	College or University Attending				
	Address				
	City		State	Zip	Telephone
	<b>ESSAY</b>	Major	Classification (Junior, Senior, etc.)		Graduation Date
	<p>In 250 words or less, discuss the possible contributions you could make to the Labor Investing For Tomorrow (LIFT) Summer Internship Program and the potential employer as an Intern. <b>Please note that this essay is 60% of the determining your eligibility.</b></p> <p>All Applicants Must:</p> <ol style="list-style-type: none"> <li>Complete application. All applications must be typed.</li> <li>Complete the essay above on a separate sheet. All essays must be typed.</li> <li><b>Request an official transcript be sent from your present school to the Virgin Islands Department of Labor.</b></li> <li>Submit a resume.</li> <li>Proof of Citizenship or Legal Residency Status (passport, Birth Certificate <b>or</b> Green Card), Social Security Card, Current College ID.</li> <li>Participate in an interview.</li> <li>Mail Official Transcript &amp; Documents to: <b>VI Department of Labor ATTENTION: LIFT 2016 PO Box 302608 St. Thomas, VI 00803-2608</b></li> </ol> <p><b>For further information contact: (340) 776-3700</b></p>	Skills			
1.					
2.					
3.					
Area/Job Preference (List in the order of preference)					
1.					
2.					
3.					
Have you ever participated in any of the Department's Summer Youth Employment Programs? (Check appropriate box)					
Six (6) weeks work experience		<input type="checkbox"/> YES	<input type="checkbox"/> NO		
LIFT (Internship Program)		<input type="checkbox"/> YES	<input type="checkbox"/> NO		
Do you plan to earn college credits?					
<input type="checkbox"/> YES		<input type="checkbox"/> NO			
Expected date available for employment					
Signature			Date		