

DHM DESIGN

LANDSCAPE ARCHITECTURE | LAND PLANNING | ECOLOGICAL PLANNING | URBAN DESIGN

2023 SUMMER INTERNSHIP PROGRAM CHECKLIST

DUE FEB 24th, 2023

*Please make sure to include **all** the items listed below in your digital submittal. Candidates that fail to submit all required information will not be considered.*

- APPLICATION FORM
- COVER LETTER / LETTER OF INTENT
Explain why you are interested in an internship at DHM Design and what you hope to gain and contribute from this experience. Tell us what aspects of design inspire and interest you. Please limit your response to one page.
- CURRENT RESUME
- ONE (1) LETTER OF RECOMMENDATION
- WORK SAMPLES (3-4 max.)
Please submit samples that best represent your design sensibilities and ability to solve problems creatively.

Candidates are to create **a single PDF** of all the requested information in a file not to exceed 10MB and email to dhmresumes@dhmdesign.com. Please use the subject line “**DHM Summer Internship Program.**”

Please Note: We are interested in every qualified candidate who is eligible to work in the United States, however we are unable to sponsor visas.

PERSONAL INFORMATION

FULL NAME

STREET ADDRESS

CITY/STATE

ZIP CODE

EMAIL

PHONE

DHM DESIGN

EDUCATION (CURRENT)

COLLEGE/UNIVERSITY

MAJOR

DEGREE

EXPECTED GRADUATION

EDUCATION (PREVIOUS – IF APPLICABLE)

COLLEGE/UNIVERSITY

MAJOR

DEGREE

REFERENCE - (LETTER OF RECOMMENDATION)

NAME

POSITION

EMAIL

PHONE

EMERGENCY CONTACT

NAME

PHONE

RELATION

PLEASE RANK YOUR DHM DESIGN OFFICE PREFERENCE: DENVER OR CARBONDALE

(This does not guarantee that you will be chosen for one of those specific offices.)

1.

2.