

INFO TO KNOW BEFORE APPLYING

- We have a new Right Track Hub where you will apply and access information about your internship!
- To start the application, you must have your own unique email address.
- After you create a login, you will be able to save your unsubmitted or unfinished application if you need more time to collect information.
- To be accepted into Right Track, you must fully complete and submit your application by **February 29!**
- The application will likely take 15-30 minutes to complete.

HERE ARE 3 IMPORTANT ITEMS YOU WILL NEED TO KNOW TO COMPLETE THE APPLICATION:

ARE YOU ELIGIBLE TO WORK IN THE U.S.?

In the application you will be asked to provide the 4 digits of your social security number.

You will also need to provide proof of residency before you are officially hired.

YOUR ANNUAL HOUSEHOLD INCOME

Know the total combined income for 2019 for everyone in your household (including those under the age of 18)

EMERGENCY CONTACT INFO

Phone number and email address of a parent and someone else we can contact in case we cannot reach you.

A NOTE ABOUT RESUMES

YOUTH JOBS 01



SUBMITTING A RESUME IS ENCOURAGED BUT NOT REQUIRED.

YOUTH JOBS 02



YOU MUST SUBMIT A RESUME WITH YOUR APPLICATION.

QUESTIONS?



VISIT

RIGHTTRACK.STPAUL.GOV
