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Arlington County Internship Employments 2025 Apply Now

Description

Arlington County is offering internship opportunities for students and recent graduates to gain hands-on experience in various departments. This program is designed to provide practical skills, professional development, and exposure to government operations in a dynamic work environment.

Responsibilities

- Assist in research, data analysis, and project management tasks
- Support department staff in daily operations and administrative duties
- Participate in meetings, workshops, and training sessions
- Engage with the community through outreach programs and initiatives
- Prepare reports, presentations, and other necessary documentation
- Collaborate with team members on special projects
- Perform other duties as assigned by the department supervisor.

Qualifications

- Must be currently enrolled in an accredited college, university, or recent graduate
- Minimum GPA requirement (if applicable)
- Strong interest in public service and government operations
- Ability to commit to the duration of the internship program.

Experience

- Prior internship, volunteer work, or academic projects related to the desired department is preferred
- Experience with data analysis, report writing, or administrative tasks is a plus
- Previous customer service or community engagement experience is advantageous.

Skills

- Strong verbal and written communication skills
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint)
- Analytical and problem-solving abilities
- Time management and organizational skills
- Ability to work independently and collaboratively
- Adaptability to a fast-paced environment.

Job Benefits

- Hands-on experience in government operations
- Networking opportunities with professionals in the field

Hiring organization

Arlington County Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Arlington, VA, United States,
22201,, Arlington,, VA,, United States,

Working Hours

8

Base Salary

10

Date posted

February 3, 2025

Valid through

18.02.2026

- Professional development and mentorship
- Possible academic credit (subject to university approval)
- Competitive stipend or hourly wage (if applicable).

How To Apply

Interested candidates should submit the following:

- Updated resume
- Cover letter detailing their interest and qualifications
- Academic transcripts (if required).

[Job Vacancies Portal Here:](#)