



PASADENA

<https://www.internshipstoc.online/job/city-of-pasadena-summer-internship/>

City Of Pasadena Summer Internship Opportunities 2025 In US

Description

The City of Pasadena is offering exciting summer internship opportunities for 2025. This program is designed to provide students and recent graduates with hands-on experience in local government, allowing them to develop professional skills while contributing to meaningful community projects. Interns will work alongside experienced professionals in various city departments, gaining insights into municipal operations, public service, and policymaking.

Responsibilities

- Assist city officials and staff with administrative and project-based tasks.
- Conduct research, data analysis, and prepare reports for city programs.
- Support community outreach initiatives and public engagement activities.
- Attend city meetings, workshops, and training sessions to learn about government operations.
- Collaborate with different departments to support ongoing projects.
- Perform other related duties as assigned by the supervising department.

Qualifications

- Currently enrolled in or recently graduated from an accredited college or university.
- Interest in public administration, urban planning, community development, finance, environmental studies, or related fields.
- Strong academic standing (GPA of 3.0 or higher preferred).
- Ability to commit to the duration of the summer internship program.

Experience

- Prior internship or volunteer experience in government, nonprofit, or related sectors is a plus.
- Experience with research, data analysis, or project management is preferred but not required.

Skills

- Strong verbal and written communication skills.
- Excellent organizational and time management abilities.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and other relevant software.
- Analytical and problem-solving skills.
- Willingness to learn and adapt in a professional environment.

Job Benefits

Hiring organization

City Of Pasadena Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Pasadena, CA, United States, 91101,, Pasadena,, CA,, United States,

Working Hours

8

Base Salary

10

Date posted

February 4, 2025

Valid through

24.02.2026

- Hands-on experience in local government operations.
- Networking opportunities with city officials and professionals.
- Exposure to real-world challenges and problem-solving in public service.
- Professional development through mentorship and training.
- Possible academic credit, depending on school requirements.
- Stipend or hourly wage if applicable, details will be provided upon selection.

How To Apply

Interested candidates should submit the following:

- A completed application form available on the City of Pasadena's official website.
- A current resume highlighting relevant experience and skills.
- A cover letter detailing your interest in the internship and preferred department.
- Academic transcripts (unofficial copies are acceptable).

[Job Vacancies Portal Here:](#)