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Georgia Department of Labor Internship Employee Program 2025

Description

The Georgia Department of Labor is excited to announce the Internship Employee Program for 2024, offering an exceptional opportunity for students to gain hands-on experience in the field of labor and workforce development. As an intern, you will be an integral part of our team, contributing to critical initiatives that impact the employment landscape in the state.

Responsibilities

- Assist in data analysis and research to support labor market trends and workforce development strategies.
- Collaborate with departmental teams to enhance employment services and outreach programs.
- Provide administrative support for various departmental functions, including documentation and report preparation.
- Engage with clients to provide information on available job resources and services.
- Assist in the planning and execution of departmental events and workshops.

Qualifications

- Currently enrolled as a student pursuing a degree in a relevant field such as business, public administration, economics, or a related discipline.
- Strong academic record with a minimum GPA of 3.0.
- Excellent communication and interpersonal skills.
- Strong organizational and time-management skills.
- Ability to handle confidential information with discretion.

Experience

While prior internship or work experience is beneficial, we encourage applications from students who are passionate about contributing to workforce development and employment initiatives.

Skills

- Proficient in Microsoft Office Suite.
- Analytical and research skills.
- Ability to work independently and as part of a collaborative team.
- Detail-oriented and capable of multitasking.
- Knowledge or interest in labor market trends and workforce development.

Job Benefits

- Practical experience in the public sector with a focus on labor and workforce development.
- Networking opportunities with professionals in the field.
- Exposure to various aspects of labor department operations.

Hiring organization

Georgia Department of Labor

Employment Type

Intern

Duration of employment

6 Month

Industry

Government Agency

Job Location

Atlanta, Georgia, United States, 30339, Atlanta, Georgia, United States

Working Hours

8

Base Salary

10

Date posted

December 13, 2024

Valid through

10.12.2025

- Mentorship and guidance from experienced professionals.
- Potential for academic credit, subject to the policies of the educational institution

How To Apply

Interested candidates should submit their resume, a cover letter, and a copy of their academic transcript. Please include “GDL Internship Application” in the subject line of the email.

We look forward to welcoming dedicated students to the Georgia Department of Labor Internship Employee Program in 2024.