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Department Of Commerce Internship Recent Graduate 2025

Description

The Department of Commerce Internship for Recent Graduates 2025 offers recent college graduates the opportunity to gain hands-on experience within a federal agency. As an intern, you will work on projects that impact the economic growth and development of the United States. This internship provides valuable exposure to government operations, policy analysis, and data-driven decision-making. It is an excellent opportunity for individuals interested in pursuing a career in public service, economics, policy research, international trade, or related fields.

Responsibilities

- Assist in conducting research, collecting data, and performing analyses related to economic policies, trade agreements, or other departmental initiatives.
- Support senior analysts and staff in preparing reports, policy briefs, and presentations.
- Contribute to drafting communication materials, such as memos, newsletters, and press releases.
- Help in the development and implementation of projects related to domestic and international trade, economic development, or statistical analysis.
- Attend meetings and provide support in the preparation of agendas, minutes, and follow-up actions.
- Assist in the collection and management of data for statistical surveys, trade analysis, or regulatory compliance.
- Collaborate with cross-functional teams within the Department of Commerce, including economists, legal experts, and policy advisors.
- Participate in networking events, workshops, and professional development activities to further your knowledge of public service and government operations.
- Perform other related duties as assigned by the department.

Qualifications

- Recent graduate (within the past 12 months) with a Bachelor's or Master's degree in Economics, Political Science, International Relations, Business Administration, Public Policy, or a related field.
- Strong academic background with an interest in public service, government operations, and policy research.
- U.S. citizenship is required for federal internships.

Experience

- No prior full-time work experience is required; however, previous internships, volunteer work, or academic projects related to public policy, economics, or government affairs are a plus.
- Experience with data analysis, research, or writing for academic or professional purposes is preferred.

Hiring organization

Department Of Commerce
Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Washington, D.C., United States,
20001,, Washington,, D.C.,, United
States

Working Hours

8

Base Salary

10

Date posted

December 5, 2024

Valid through

11.12.2026

- Familiarity with federal government processes or international trade is an asset but not mandatory.

Skills

- Strong analytical and research skills, with the ability to interpret and present data effectively.
- Excellent written and verbal communication skills, including the ability to prepare reports and briefings.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint); familiarity with data analysis software (e.g., SPSS, R, or Python) is a plus.
- Ability to work independently, manage multiple tasks, and meet deadlines in a fast-paced environment.
- Strong attention to detail and organizational skills.
- Ability to work collaboratively in a team setting while maintaining professionalism.

Job Benefits

- Gain practical experience in federal government operations and public policy.
- Develop valuable skills in research, data analysis, and policy communication.
- Work alongside experienced professionals and subject matter experts in economics, trade, and public policy.
- Build a strong network within the federal government and related sectors.
- Participate in career development events, including workshops and seminars on navigating federal career pathways.
- Competitive stipend or salary (based on internship specifics).
- Opportunity to be considered for future full-time employment with the Department of Commerce or other federal agencies.

How To Apply

Interested applicants should submit the following documents.

1. **Resume** – including academic background, relevant experience, and any internships or research projects.
2. **Cover Letter** – explaining your interest in the Department of Commerce Internship, what you hope to gain from the experience, and how your academic background makes you a strong candidate.
3. **Transcripts** – unofficial academic transcripts to demonstrate relevant coursework.
4. **References** – at least two professional or academic references who can speak to your qualifications.

[Job Vacancies Portal Here:](#)