



<https://www.futureintern.online/job/south-lanarkshire-council-internship/>

South Lanarkshire Council Internship Opportunities 2025

Description

South Lanarkshire Council is offering exciting internship opportunities for 2025, providing valuable work experience across various departments. These internships are designed to support recent graduates or individuals looking to develop their skills, gain practical experience, and contribute to meaningful projects that benefit the local community. Successful candidates will have the opportunity to work within a dynamic, supportive environment, gaining insight into local government operations

Responsibilities

- Assist in the day-to-day operations of assigned department(s) such as administration, finance, planning, public services, or community engagement.
- Support senior staff in project planning, research, and delivery of services.
- Attend and contribute to team meetings, providing input into current and future projects.
- Conduct research and produce reports, presentations, and other documentation as required.
- Assist in the development of policies and strategies that impact local residents and businesses.
- Engage with the community through outreach programs and public consultations (if applicable).
- Provide general administrative support including data entry, file management, and preparing documents.
- Work closely with colleagues to ensure the smooth running of departmental functions.

Qualifications

- A degree or equivalent qualification in a relevant field (e.g., public administration, business, social sciences, engineering, or any other field applicable to the internship offered).
- Currently enrolled in or a recent graduate from an accredited institution.
- Strong academic performance in a relevant subject area.

Experience

- No prior work experience is necessary, but any relevant internship or volunteer work will be considered an advantage.
- An interest in local government, public service, or community work is desirable.

Skills

- Excellent written and verbal communication skills.
- Strong organizational and time-management skills.
- Ability to work independently and as part of a team.

Hiring organization

South Lanarkshire Council
Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Hamilton, Scotland, United Kingdom, ML3,, Hamilton,, Scotland,, United Kingdom

Working Hours

8

Base Salary

10

Date posted

November 21, 2024

Valid through

18.11.2026

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook).
- Attention to detail and ability to handle sensitive information confidentially.
- A proactive approach to problem-solving and ability to adapt to changing priorities.

Job Benefits

- Competitive internship stipend.
- Gaining hands-on experience in local government operations.
- Mentorship and professional development opportunities.
- Exposure to a range of public services and departments.
- Networking opportunities with professionals in the public sector.
- Potential for future employment opportunities within South Lanarkshire Council.
- Access to training and development resources.
- Flexible working arrangements and a supportive work-life balance.

How To Apply

Interested candidates should submit their CV along with a cover letter outlining their qualifications, skills, and reasons for applying for the internship. Applications should be submitted via the South Lanarkshire Council website or to the designated internship email address by the closing date. Shortlisted candidates will be invited for an interview.

[Job Vacancies Portal Here:](#)