



<https://www.internshiptimes.online/job/opm-internship-graduate-students-2024/>

## OPM Internship Graduate Students 2024

### Description

The Office of Personnel Management (OPM) is pleased to announce internship opportunities for graduate students seeking hands-on experience in the field of human resources, workforce management, and federal administration. Join us for a dynamic internship program where you can contribute to vital initiatives, collaborate with professionals, and gain insights into federal workforce development.

### Responsibilities

- **Human Resources Support:** Assist in various aspects of human resources management, including recruitment, onboarding, and personnel administration.
- **Policy Research:** Conduct research on federal personnel policies, regulations, and workforce trends to contribute to policy development.
- **Data Analysis:** Analyze workforce data to identify trends, assess organizational performance, and support decision-making.
- **Program Assistance:** Contribute to the implementation and evaluation of workforce development programs and initiatives.
- **Collaboration:** Work closely with OPM staff and teams to support the overall mission of federal workforce management.

### Qualifications

- **Education:** Currently enrolled in a graduate program in Human Resources, Public Administration, Business, or a related field.
- **GPA Requirement:** Minimum GPA of 3.0 on a 4.0 scale.
- **Communication Skills:** Strong written and verbal communication skills.
- **Team Player:** Ability to work collaboratively in a team-oriented federal agency environment.

### Experience

While prior federal government experience is not mandatory, any relevant coursework, research projects, or internships in human resources or public administration will be considered a plus.

### Skills

- **Analytical Skills:** Ability to analyze data and draw meaningful conclusions for workforce planning.
- **Research Skills:** Strong research capabilities to stay informed about federal policies and regulations.
- **Communication:** Effective communication with colleagues and stakeholders.
- **Adaptability:** Ability to adapt to changing priorities and thrive in a fast-paced federal agency setting.

### Job Benefits

### Hiring organization

OPM

### Employment Type

Intern

### Duration of employment

6 Month

### Industry

Government Agency

### Job Location

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

### Working Hours

8

### Base Salary

10

### Date posted

October 7, 2024

### Valid through

10.12.2025

- **Professional Development:** Gain practical experience in federal workforce management and administration.
- **Networking Opportunities:** Connect with professionals and mentors within the federal government.
- **Educational Insights:** Access to training sessions and workshops to enhance your skills.
- **Potential Career Pathways:** Exposure to potential career opportunities within federal agencies.

### **How To Apply**

Interested candidates should submit their resume, cover letter, and academic transcripts. Please include "OPM Internship Application" in the subject line. Only shortlisted candidates will be contacted for interviews.

OPM is an equal opportunity employer and encourages candidates from diverse backgrounds to apply.