GARLAND

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City Of Garland Internship Students Graduate Program 2025

Hiring organization
City Of Garland Internship

Employment Type
Intern

Duration of employment
6 Months

Industry
Government Administration

Job Location
Garland, TX, United States, 75040,, Garland,, TX,, United States,

Working Hours
8

Base Salary
10

Date posted
November 3, 2026

Valid through
18.02.2026

Description

The **City of Garland Internship Students Graduate Program 2025** provides students and recent graduates with hands-on experience in municipal government operations. This program is designed to develop future leaders by offering opportunities to work on real-world projects, collaborate with professionals, and gain valuable insight into public service.

Responsibilities

- Assist various city departments in daily operations and special projects
- Conduct research, data analysis, and prepare reports
- Participate in meetings, community outreach programs, and city initiatives
- Support administrative tasks, documentation, and project management
- Collaborate with city staff and stakeholders to enhance public services
- Attend professional development workshops and networking events.

Qualifications

- Must be a current graduate student or recent graduate (within the last 12 months) from an accredited university
- Pursuing or holding a degree in Public Administration, Business Administration, Urban Planning, Engineering, Communications, or a related field
- Strong academic record with a minimum GPA of 3.0 preferred.

Experience

- Prior internship experience in a government or corporate setting is a plus
- Experience in research, data analysis, or administrative support preferred
- Demonstrated leadership roles in extracurricular activities or volunteer work.

Skills

- Excellent communication and interpersonal skills
- Strong analytical and problem-solving abilities
- Ability to work independently and collaboratively in a team environment
- Proficiency in Microsoft Office Suite and other relevant software
- Attention to detail and strong organizational skills.

Job Benefits

- Hands-on experience in local government operations
- Mentorship and guidance from city professionals
- Networking opportunities with industry leaders and policymakers
- Professional development and training sessions
- Competitive stipend or hourly compensation

- Potential pathway to full-time employment with the City of Garland.

How To Apply

Interested candidates should submit the following documents:

1. Updated resume.
2. Cover letter expressing interest and career goals.
3. Academic transcript official or unofficial.
4. Two professional or academic references.

Job Vacancies Portal Here: