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City Of Frisco Internship Graduate Opportunities 2025 New Hiring

Description

The City of Frisco is excited to offer new graduate internship opportunities for 2025. These internships are designed to provide valuable hands-on experience in various city departments, allowing recent graduates to contribute to meaningful projects while gaining professional development. Successful candidates will have the opportunity to collaborate with experienced professionals, enhance their skills, and support the city's mission to provide exceptional services to the community.

Responsibilities

- Assist in the planning, development, and execution of city projects and initiatives.
- Support department-specific tasks, including research, data analysis, report preparation, and administrative duties.
- Collaborate with cross-functional teams to streamline processes and enhance service delivery.
- Attend and contribute to meetings, providing input and feedback on current and future projects.
- Assist with community outreach and engagement efforts, including event coordination and communication.
- Participate in professional development sessions and training opportunities to build skills relevant to future career paths.
- Perform other duties as assigned to support department operations and objectives.

Qualifications

- Recent graduate with a Bachelor's degree or currently enrolled in a graduate program in a relevant field such as Public Administration, Urban Planning, Environmental Science, Engineering, Communications, or other related disciplines.
- Must have a strong interest in local government, community development, or public service.
- Ability to work effectively both independently and as part of a team.
- Excellent communication skills, both written and verbal.
- Strong organizational skills and attention to detail.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).

Experience

- No prior work experience is required, but relevant coursework, volunteer work, or internships in a related field is a plus.
- A passion for public service and community engagement is essential.

Skills

- Strong problem-solving and analytical abilities.

Hiring organization

City Of Frisco Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Frisco, Texas, United States,
75034,, Frisco,, Texas,, United States,

Working Hours

8

Base Salary

10

Date posted

March 11, 2025

Valid through

06.01.2026

- Ability to manage multiple tasks and prioritize effectively.
- Excellent interpersonal skills with the ability to work well with diverse teams and stakeholders.
- Basic knowledge of city operations or local government structure is an advantage.
- Proficiency in data analysis tools or project management software is desirable.

Job Benefits

- Paid internship opportunities.
- Exposure to a variety of departments and projects within the City of Frisco.
- Mentorship and networking opportunities with professionals in local government and public service.
- Professional development workshops and training sessions.
- Opportunity to build a resume and gain relevant experience for future employment in public administration or government services.
- Access to city employee events and programs.

How To Apply

Interested candidates should submit the following:

1. A current resume highlighting relevant experience and academic qualifications.
2. A cover letter explaining your interest in the City of Frisco Internship Program and how your skills align with the role.
3. A recent transcript that reflects academic achievements.

[Job Vacancies Portal Here:](#)