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Wigan Council Internship Graduate Opportunities 2025 Apply Now

Description

Wigan Council is offering an exciting opportunity for recent graduates to gain valuable hands-on experience within local government. The Internship Graduate Programme is designed to develop your professional skills, provide practical knowledge of public services, and allow you to make a meaningful contribution to the community. The internships will support a wide range of departments, including social services, administration, finance, planning, and more.

Responsibilities

As an intern with Wigan Council, you will be involved in various tasks and projects across different service areas. Your responsibilities may include but are not limited to:

- Supporting ongoing projects and initiatives by providing research, analysis, and recommendations.
- Assisting with the preparation of reports, presentations, and policy documents.
- Engaging with stakeholders, including local residents, businesses, and other partners.
- Organising meetings, events, and public consultations.
- Gathering and interpreting data to inform decision-making processes.
- Contributing to the development of new processes or systems aimed at improving services.
- Attending and participating in team meetings, workshops, and training sessions.
- Undertaking administrative tasks as required.

Qualifications

- A recent graduate (within the last 2 years) with a relevant degree or equivalent qualification in any discipline.
- No prior public sector experience required; however, any relevant experience or exposure to public services is desirable.

Experience

- Ideally, some exposure to work or study projects in a professional environment, whether through placements, volunteering, or academic research.
- Experience working with diverse teams and collaborating on shared objectives would be an asset.
- An understanding of local government structures and services would be advantageous but not essential.

Skills

- Strong communication skills, both written and verbal.

Hiring organization

Wigan Council Internship

Employment Type

Intern

Industry

Government Administration

Job Location

Lancashire, England, United Kingdom, BB1,, Lancashire,, England,, United Kingdom

Working Hours

8

Base Salary

10

Date posted

November 27, 2024

Valid through

26.11.2026

- Excellent organisational and time-management skills with the ability to work on multiple projects.
- Analytical and problem-solving abilities, with a keen attention to detail.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Ability to work independently and as part of a team.
- A proactive attitude, eager to learn and contribute.
- A commitment to delivering high-quality work and service.

Job Benefits

- Competitive salary and allowances.
- A comprehensive induction and training program to support your professional development.
- Mentorship and guidance from experienced professionals across various departments.
- Opportunities to network and build relationships within the local government sector.
- Access to a range of employee benefits, including health and wellbeing support, flexible working options, and employee discounts.
- Potential for permanent employment within Wigan Council upon successful completion of the internship (subject to available vacancies and performance).

How To Apply

To apply for the Wigan Council Internship Graduate Opportunities 2025, please submit the following:

1. A current CV outlining your education, relevant skills, and any work experience.
2. A cover letter explaining why you are interested in the internship, how your background aligns with the role, and what you hope to gain from the experience.
3. Provide two references who can speak to your character and work ethic.

[Job Vacancies Portal Here:](#)