



FALL INTERNSHIPS

IN THE INTERNATIONAL TRADE ADMINISTRATION AT THE U.S. DEPARTMENT OF COMMERCE IN WASHINGTON, DC

OPPORTUNITIES: The [International Trade Administration](#) (ITA) welcomes applications for unpaid fall internships. ITA, which is part of the U.S. Department of Commerce in the U.S. Government, helps American companies succeed in the global economy by promoting trade and investment, strengthening U.S. industry's competitiveness, and ensuring fair trade. Unpaid internships are available for students interested in working on international trade issues as well as on activities such as event planning and computer system support. For the international trade internships, strong writing and verbal communication skills as well as foreign language ability, international studies, and foreign travel experience are helpful qualifications.

ITA LINKS: To learn more about assignments within our four major business units please click on the following links: To view the ITA informational video please click here "[30 Minutes of Trade](#)".

- [✦ Import Administration](#)
- [✦ Manufacturing and Services](#)
- [✦ Market Access Compliance](#)
- [✦ US Foreign Commercial Services](#)

REQUIREMENTS: Applicants must be United States citizens and enrolled in an accredited college or university at least half-time. If selected, a background security investigation will be required. Depending on the student's educational institution, students may be able to use the internship experience to earn college credit.

HOW TO APPLY: ITA is currently accepting applications. Applicants should submit by email a one-page cover letter and one page resume, along with an unofficial transcript, by the **deadline of midnight on Sunday, September 7th, 2008**, to: unpaidstudentinternship@mail.doc.gov. In the cover letter, please identify the top three ITA offices in which you would like to work (see weblink above for office list). Please do not include your social security number on any of the documents you submit. Submitted materials will not be returned. If selected for an interview, applicants will be contacted by email or telephone. Any questions concerning the program can be sent to unpaidstudentinternship@mail.doc.gov.

DEADLINE TO APPLY IS SEPTEMBER 7TH, 2008!!!