

## USDA Career Intern Programs

The Department of Agriculture Career Intern Programs will prepare exceptional men and women who have diverse professional experiences, academic training, and competencies for careers in public service. Interns will participate in a 2-year program, that is designed to fine-tune their skills and abilities.

USDA is a nationwide and global employer. It has employees located in 58 states and territories, and 57 foreign countries.

### *Professional Development:*

- ◆ Two-year participation in a formal training program to acquire the skills needed for careers in the sciences and in administration/professional areas
- ◆ On-the-job training to enhance career skills

### *Rotational Training:*

- ◆ Rotational assignments to expose scientific interns to challenging work in regional offices, Washington, D.C., or throughout the United States
- ◆ Rotational assignments to expose Administrative/Professional Interns to challenging areas in human resources, finance, procurement, budget, property management, and information technology

## Purpose

The purpose of the USDA Career Intern Programs is to:

- ◆ Provide USDA with a cadre of skilled individuals to fill positions in the sciences and in administrative/professional areas at

the end of the internships

## General Eligibility

- ◆ U.S. citizenship
- ◆ Bachelor's or Graduate Degree with an overall college GPA of 3.0 or better if applying based on education
- ◆ Diverse professional experiences, training, and competencies
- ◆ Demonstrate leadership potential, and community service

## Career Programs:

- ◆ Sciences Intern Program will include two levels: professional and technician
- ◆ Administrative/Professional Intern Program will include one level: professional

## What Kind of Education or Experience Do I Need?

### *Sciences Intern Program*

Education or experience that would prepare you for positions related to the following careers or disciplines:

- ◆ Biological Sciences
- ◆ Agriculture
- ◆ Natural Resources Management
- ◆ Chemistry
- ◆ Forestry
- ◆ Entomology
- ◆ Genetics
- ◆ Microbiology
- ◆ Botany
- ◆ Zoology
- ◆ Agronomy
- ◆ Animal Science
- ◆ Veterinary Medicine
- ◆ Soil Conservation

- ◆ Nutrition
- ◆ Engineering
- ◆ Computer Engineer
- ◆ Computer Scientist
- ◆ Computer Science Specialist
- ◆ Statistics
- ◆ Mathematics

### *Administrative/Professional Intern Program*

Education or experience that would prepare you for positions related to the following careers or disciplines:

- ◆ Computer Specialist
- ◆ Information Technology Specialist
- ◆ Human Resources
- ◆ Administrative Officer
- ◆ Finance
- ◆ Compliance Officer
- ◆ Civil Rights
- ◆ Program/Management Analyst
- ◆ Policy Analyst
- ◆ Public Affairs
- ◆ Journalism
- ◆ Investigation
- ◆ Political Science
- ◆ Public Administration
- ◆ Accounting
- ◆ Auditing
- ◆ Contracting
- ◆ Budget
- ◆ Economics
- ◆ Research Economics
- ◆ Agricultural Marketing/Business
- ◆ Telecommunications
- ◆ Social Science
- ◆ Loan Specialist
- ◆ Other Appropriate Administrative/Professional Occupations



## Salary Level:

### Sciences

Professional pay will be at the GS-5, 7, and 9 levels. The technician pay will be at the GS-5, 6, 7, and 8 levels.

### Administrative/Professional

Professional pay will be at the GS-5, 7, and 9 levels. **However, most positions will be filled at the GS-9 level.** Nationwide pay charts are available on the Internet at <http://www.opm.gov>.

USDA also provides special salary rates which are above the normal pay range for positions that are hard to fill such as positions in information technology.

## Benefits

Benefits consist of:

- ◆ Vacation and Sick Leave
- ◆ Health Insurance
- ◆ Life Insurance
- ◆ Federal Employees Retirement System
- ◆ Investment and Savings Plan
- ◆ Promotion
- ◆ Flexible Work Hours
- ◆ Family Leave
- ◆ Family Friendly Programs

## How to Apply

Submit the USDA Career Intern Program Application with a copy of your resume to USDA's Mission Area/Agency Career Intern Program Coordinators who are listed on the

Internet at:

<http://www.usda.gov/da/employ/CareerInternProgramCoordinators.htm>.

Applications may also be submitted at outreach activities such as career days, and job fairs and in response to notices on the Internet.

## Internship Availability

- ◆ The number of internships filled each year will depend on the needs of USDA.

## How Do I Find Out About Opportunities?

- ◆ Information on opportunities will be available from USDA Recruiters who are at events such as career fairs, and job fairs.
- ◆ Information on opportunities will also be available from USDA's Mission Area/Agency Career Intern Program Coordinators who are listed on the Internet at <http://www.usda.gov/da/employ/CareerInternProgramCoordinators.htm>.

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To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, DC 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). **USDA is an equal opportunity provider and employer.**



United States  
Department of Agriculture

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*Career Opportunities*



**Making a World of Difference**  
<http://www.usda.gov/da/employ/intern.htm>