

Louisiana State Civil Service Internship For Students Program 2025

Description

The **Louisiana State Civil Service Internship for Students Program 2025** provides undergraduate and graduate students with an opportunity to gain hands-on experience in public administration, policy development, and governmental operations. Interns will work alongside experienced professionals, contributing to projects that impact Louisiana residents while developing essential skills for future careers in civil service.

Responsibilities

- Assist in research, data collection, and analysis related to state policies and programs.
- Support administrative functions, including documentation, report preparation, and correspondence.
- Participate in meetings, policy discussions, and interdepartmental collaborations.
- Work on special projects aimed at improving public services and governmental efficiency.
- Provide support to various state agencies as needed, gaining exposure to different aspects of state government.
- Perform other duties as assigned to enhance learning and professional development.

Qualifications

- Must be currently enrolled as an undergraduate (junior or senior) or graduate student at an accredited college or university.
- Must have a minimum cumulative GPA of 2.5 on a 4.0 scale.
- Must be legally authorized to work in the United States.
- Must be able to commit to the duration of the internship program.

Experience

- Prior internship experience in government, policy, administration, or a related field is preferred but not required.
- Coursework or extracurricular activities related to public administration, political science, business, law, or social sciences are advantageous.

Skills

- Strong analytical and problem-solving skills.
- Excellent verbal and written communication abilities.
- Ability to work both independently and collaboratively within a team.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and Google Workspace.
- Strong organizational skills with attention to detail.

Hiring organization

Louisiana State Civil Service Internship

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Baton Rouge, LA, United States, 70802,, Baton Rouge,, LA,, United States,

Working Hours

8

Base Salary

10

Date posted

November 17, 2025

Valid through

24.02.2026

- Adaptability and willingness to learn in a fast-paced environment.

Job Benefits

- Hands-on experience in public service and government operations.
- Exposure to various departments and career paths within the Louisiana state government.
- Networking opportunities with professionals in civil service and policy-making.
- Potential academic credit, subject to university approval.
- Competitive stipend or hourly wage (if applicable).

How To Apply

Interested candidates should submit the following:

1. A completed online application through the Louisiana State Civil Service website.
2. A resume highlighting academic achievements, relevant coursework, and extracurricular activities.
3. A cover letter explaining their interest in the internship and how their background aligns with the program.
4. Official or unofficial transcripts to verify academic standing.

[Job Vacancies Portal Here:](#)