



<https://www.internshipstoc.online/job/state-of-new-hampshire-internship/>

## State Of New Hampshire Internship H-R Employments Vacancies 2025

### Description

The State of New Hampshire is seeking motivated and detail-oriented interns to join our Human Resources (HR) department. This internship provides an excellent opportunity for students and recent graduates to gain hands-on experience in HR operations, talent acquisition, employee relations, and administrative support. The selected candidates will assist with key HR functions while gaining valuable insights into government operations and workforce management.

### Responsibilities

- Assist in the recruitment process, including job postings, resume screening, and interview scheduling.
- Support employee onboarding and orientation programs.
- Maintain and update employee records and HR databases.
- Assist in developing and implementing HR policies and procedures.
- Participate in organizing training and development sessions for employees.
- Conduct research on HR best practices and labor laws.
- Handle general HR administrative tasks such as filing, documentation, and data entry.
- Support HR projects and initiatives as assigned.

### Qualifications

- Currently enrolled in or recently graduated from a Bachelor's or Master's program in Human Resources, Business Administration, or a related field.
- Strong interest in HR management and public sector employment practices.
- Ability to maintain confidentiality and handle sensitive information with discretion.

### Experience

- Previous internship or coursework in human resources, administration, or a related field is preferred but not required.
- Experience with Microsoft Office Suite (Word, Excel, PowerPoint) is a plus.

### Skills

- Excellent communication and interpersonal skills.
- Strong organizational and time-management abilities.
- Attention to detail and accuracy in data handling.
- Ability to work independently and in a team environment.
- Problem-solving skills and a proactive approach to learning.

### Job Benefits

- Hands-on experience in HR processes and public sector employment.

### Hiring organization

State Of New Hampshire Internship

### Employment Type

Intern

### Duration of employment

6 Months

### Industry

Government Administration

### Job Location

Concord, NH, United States,  
03301,, Concord,, NH,, United States,

### Working Hours

8

### Base Salary

10

### Date posted

November 17, 2025

### Valid through

18.02.2026

- Networking opportunities with government professionals.
- Exposure to various HR functions, including recruitment, compliance, and employee relations.
- Certificate of completion and potential academic credit (depending on university policies).
- Flexible work schedule to accommodate academic commitments.

### **How To Apply**

Interested candidates should submit a resume and a brief cover letter outlining their qualifications and interest in the internship. Applications should be sent via the State of New Hampshire's official internship portal or emailed.

[Job Vacancies Portal Here:](#)