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**House Vacancy Announcement and Placement Service (HVAPS)**

B-235 Longworth House Office Building  
Washington, D.C. 20515  
202-226-5836

Vacancy Bulletins are available for pick-up in  
Longworth HOB - B-227 (CAO First Call Customer Service Center) or  
in the CAO Human Resources Office - Ford HOB 102

To Subscribe or Unsubscribe to the Vacancy Listserv visit:

<http://www.house.gov/content/jobs/>

Job Line: 202-226-4504

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**INTERNSHIP VACANCY LISTING**

**Week of May 22, 2017**

**MEM-154-17** The House Ways and Means Democratic office is seeking an **intern** beginning July 30, 2017. The position is ideal for a recent college graduate interested learning about the role of the Committee and the various aspects of its jurisdiction. Prefer someone available full time and with some previous political experience. This internship is unpaid.

**CORE RESPONSIBILITIES:**

- Assist front office staff with answering phones and projects; assist Ways and Means Committee Counsels in various research projects;
- Assist in preparation for Committee hearings and markups;
- Assist press staff on an as needed basis;
- Perform other duties as assigned by the Intern Coordinator

**QUALIFICATIONS:**

- Excellent oral and written communication skills;
- high level of confidentiality;
- ability to work cooperatively and courteously with others;
- good organizational skills; and

- responsible, dependable and punctual.

If interested, please email your cover letter and resume to [Carrie.Breidenbach@mail.house.gov](mailto:Carrie.Breidenbach@mail.house.gov) and provide a brief introduction including your dates of availability.

**MEM-146-17** The Office of Congresswoman Debbie Wasserman Schultz (D-FL) has openings for full-time and part-time **interns** to support our administrative, legislative, and press teams. Responsibilities include: researching legislative issues, attending legislative briefings and hearings, answering phone calls, processing constituent mail, giving Capitol tours, assisting with communications and media materials.

Applicants should be enthusiastic, reliable, professional, hardworking, and have strong writing and communication skills. South Florida ties are preferred, but not required. Internships begin in early September and run through December 15<sup>th</sup>. These positions are unpaid. Interested candidates should submit a resume, cover letter, and one-page writing sample to [RepDWSresumes@gmail.com](mailto:RepDWSresumes@gmail.com) by June 30, 2017. Location: Washington, DC.

**MEM-136-17** The office of Congressman Dan Newhouse (WA-04) is seeking **interns** for our Washington D.C. office to start immediately until June. Responsibilities include, answering the phones, sorting the mail, giving tours of the Capitol, attending briefings, and other administrative tasks. Applicants must possess a strong work ethic, the ability to work in a fast-paced environment, and have attention to detail. Pacific Northwest ties are a plus, but are not necessary.

Please submit a resume and cover letter to [Matt.Pettit@mail.house.gov](mailto:Matt.Pettit@mail.house.gov). Please list your availability in your e-mail.

Interested in an internship with Congressman Newhouse DC or District offices? Do you know anybody in school who wants to get involved in Government? Contact our office at 202-225-5816 to find out about internship opportunities.