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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 June 11, 2018**

**MEM-155-18** The Majority Staff of the House Budget Committee is currently accepting applications for Fall 2018 **Interns**. We are seeking dependable, politically conservative and professional individuals with a positive attitude, and strong work ethic. As an intern with the Committee, you will provide vital support by assisting staff in assignments that include, but not limited to: compiling daily budget news clips, sorting and processing mail, answering phone calls, assembling reference material, administrative support, and special policy based projects. Full and part-time positions are available. College students pursuing a Political Science and/or Economics degree, or those interested in government are encouraged to apply. Course credit may be available through your school. The deadline to apply is June 29, 2018. Applicants should email their resume, cover letter, 2 references (1 professional and 1 academic), one page writing sample, and completed application to [budget.interns@mail.house.gov](mailto:budget.interns@mail.house.gov). These materials should be in PDF format. Please visit [budget.house.gov](http://budget.house.gov) for the application and more information. Late and incomplete application packets will not be considered. Paid internships are available to any student working full time and not receiving course credit.

**MEM-154-18** Congressman Dan Newhouse (WA-04) is seeking unpaid **interns** for Fall 2018 in Washington, D.C. Interns will assist the legislative and administrative staff with various duties. Some duties include: attending briefings, answering phones, conducting Capitol tours, drafting constituent correspondence letters, and performing legislative research and analysis. We're looking for responsible individuals that are dependable, organized, and willing to learn. Internships are open to undergraduate students and college graduates. Washington state ties are encouraged but not required. To apply, please email a cover letter and resume to: [stephanie.heinrich@mail.house.gov](mailto:stephanie.heinrich@mail.house.gov).

**MEM-153-18** Congresswoman Eleanor Holmes Norton is seeking unpaid **interns** for Fall 2018 in the Main Congressional District Office. Interns are expected to carry out any task assigned to them. Tasks include and are not limited to the following: preparing constituent correspondence, letter writing, data entry, and assisting constituent liaisons with event coordination. Internships are open to undergraduate and graduate students looking to gain experience in a fast-paced and interactive Congressional District Office.

To apply, please email your resume, cover letter, and a 1-2 page writing sample as a single PDF to [Hazle.Crawford1@mail.house.gov](mailto:Hazle.Crawford1@mail.house.gov).

**MEM-150-18** Congressman Charlie Crist (FL-13) is seeking unpaid **interns** for Fall 2018 in Washington, D.C. Interns will assist the legislative and administrative staff with attending briefings, answering phones, coordinate and conduct tours, drafting constituent correspondence letters, performing legislative research and analysis, and various other tasks. Internships are open to undergraduate students and college graduates. Florida ties are encouraged but not required. No phone calls or drop ins. To apply, please email a cover letter, resume and 1-2 page writing sample as a single PDF to [FL13.Internships@mail.house.gov](mailto:FL13.Internships@mail.house.gov).

**MEM-147-18** The Majority Staff of the House Budget Committee is currently accepting applications for Fall 2018 **Interns**. We are seeking dependable, politically conservative and professional individuals with a positive attitude, and strong work ethic. As an intern with the Committee, you will provide vital support by assisting staff in assignments that include, but not limited to: compiling daily budget news clips, sorting and processing mail, answering phone calls, assembling reference material, administrative support, and special policy based projects. Full and part-time positions are available. College students pursuing a Political Science and/or Economics degree, or those interested in government are encouraged to apply. Course credit may be available through your school. The deadline to apply is June 29, 2018. Applicants should email their resume, cover letter, 2 references (1 professional and 1 academic), one-page writing sample, and completed application to [budget.interns@mail.house.gov](mailto:budget.interns@mail.house.gov). These materials should be in PDF format. Please visit [budget.house.gov](http://budget.house.gov) for the application and more information. Late and incomplete application packets will not be considered. Paid

internships are available to any student working full time and not receiving course credit.

**MEM-137-18** The Majority Staff of the House Budget Committee is currently accepting applications for Fall 2018 **Policy Interns**. We are seeking dependable, politically conservative and professional individuals with a positive attitude, and strong work ethic. As an intern with the Committee, you will provide vital support by assisting staff in assignments that include, but not limited to: compiling daily budget news clips, sorting and processing mail, answering phone calls, assembling reference material, administrative support, and special policy based projects. Full and part-time positions are available. College students pursuing a Political Science and/or Economics degree, or those interested in government are encouraged to apply. Course credit may be available through your school. The deadline to apply is June 29, 2018. Applicants should email their resume, cover letter, 2 references (1 professional and 1 academic), one page writing sample, and completed application to [budget.interns@mail.house.gov](mailto:budget.interns@mail.house.gov). These materials should be in PDF format. Please visit [budget.house.gov](http://budget.house.gov) for the application and more information. Late and incomplete application packets will not be considered. Paid internships are available to any student working full time and not receiving course credit.