Company: U.S. Securities and Exchange Commission

Job Title: Summer 2016 Student Honors Business Program (Undergraduate)

Position Type: Part-Time Internship

Job Description:

Do you want to perform challenging work in a professional environment? Begin by investing in your career and future at the U.S. Securities and Exchange Commission (SEC)!

The 2016 Summer Student Honors Program for undergraduate business students will begin Tuesday, May 31st and conclude Friday, August 5th, 2016.

Undergraduate and graduate students will be assigned to work with SEC staff members on projects and assignments that cover a broad range of the Commissions' work. That work depends upon the division or office where the student works. Intern assignments range from supporting securities regulations to assisting in professional administrative duties such as human resources, contracting, auditing, etc. Students are required to work a minimum of 15 hours per week within the Washington, DC or Regional Offices. We welcome applicants looking for fulltime opportunities as well. For information about the opportunities and the work that interns do in specific divisions and offices, please read the SEC's website: http://www.sec.gov/jobs/jobs_students.shtml.

The SEC is looking for the following majors at the undergraduate and graduate level:

- Accounting/Economics/Finance
- Business Administration (Contracting/Procurement, Management, Project Management)
- Human Resources/Human Resources Development (Washington, DC ONLY)
- Information Technology/Computer Science/Information Systems
- Graphic Design
- Mathematics/Statistics
- Public Administration/Government
- Criminal Justice (Washington, DC ONLY)
- Library Sciences (Washington, DC ONLY)
- Communications/Marketing
Journalism/English/Literature

Geographic Information Systems (GIS)

**How to Apply:**


**Documents Required:**

- Cover Letter; Unofficial Transcript; Writing Sample