



TRANSPORTATION FOUNDATION OF LOS ANGELES

Public Administration Intern



DESCRIPTION

This position is in a Municipal setting, and involves tree placement and removal on City of LA property. The intern will be required to provide administrative support on issues such as approval processes, legal and real estate, and equipment/crew costs and scheduling. The interns will be working in a professional office environment.

Must be organized, independent, responsible, and eager to help and learn.

Currently enrolled students with a 3.0 minimum GPA are encouraged to apply by sending a resume, cover letter, and a copy of your unofficial transcript verifying GPA. Send applications to TFLAinternships@gmail.com.

SALARY: \$17.50/HR

HOURS: 15-29 HRS/WEEK

LOCATION: Downtown Los Angeles

DESIRED CLASS LEVEL(S): Junior, Senior, Graduate Student

QUALIFICATIONS: Students with 3.0 or higher GPA's and minimum six months until graduation.

Contact info:

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