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Florida Department of Revenue Internship Program Apply Now 2024

Description

Florida Department of Revenue Internship Program – Apply Now 2024!

Job Description:

The Florida Department of Revenue (FLDOR) Internship Program offers a unique opportunity for enthusiastic students to gain valuable experience in the field of taxation and public service. Interns will work alongside experienced professionals in various departments, contributing to the state's revenue collection and administration efforts. This program is designed to:

- Provide hands-on experience in various aspects of state taxation and revenue management.
- Develop professional skills and knowledge relevant to careers in finance, accounting, and public administration.
- Foster connections with professionals within the FLDOR and build valuable networks.
- Enhance resumes and increase competitiveness for future career opportunities.

Responsibilities

- Assist with department-specific tasks as assigned, which may include:
 - Data analysis and research
 - Taxpayer assistance and support
 - Communication and outreach initiatives
 - Administrative tasks (filing, data entry)
 - Project management and support
- Attend department meetings and participate in team discussions.
- Maintain a professional and positive demeanor while adhering to FLDOR policies and confidentiality protocols.
- Demonstrate initiative, reliability, and a strong work ethic.

Qualifications

- Currently enrolled student at an accredited college or university in Florida.
- Minimum GPA of 3.0 (preferred).
- Strong communication, interpersonal, and collaboration skills.
- Ability to work independently and as part of a team.
- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).

Experience

- Previous volunteer or internship experience (preferred).

Hiring organization

Florida Department of Revenue

Employment Type

Intern

Duration of employment

6 Months

Industry

Government Administration

Job Location

Tallahassee, Florida, United States,
32301, Tallahassee, Florida, United States

Working Hours

8

Base Salary

10

Date posted

February 28, 2024

Valid through

26.02.2027

- Coursework in accounting, finance, economics, or business administration (a plus).

Skills

- Excellent analytical and problem-solving skills.
- Strong attention to detail and accuracy.
- Ability to learn new skills quickly and adapt to a fast-paced environment.
- Effective written and verbal communication skills.
- Proficient in computer technology and comfortable using various software applications.

Job Benefits

- Gain valuable real-world experience in the state government and taxation sector.
- Develop professional skills and knowledge that will benefit your future career.
- Network with professionals and gain insights into the inner workings of the FLDOR.
- Enhance your resume and stand out to potential employers in finance, accounting, and public service sectors.

How To Apply

Interested students should visit the Florida Department of Revenue website at <https://floridarevenue.com/sites/careers/SitePages/Home.aspx> to:

- Learn more about the internship program and available positions.
- Review specific qualifications and application requirements.
- Submit a resume, cover letter, and any other required application materials online through the FLDOR career portal.