

# Internship Opportunities

## Afghanistan and Iraq Investment and Reconstruction Task Forces International Trade Administration -- U.S. Department of Commerce



The Afghanistan and Iraq Investment and Reconstruction Task Forces are looking for unpaid interns for the Spring 2005 semester (minimum 20 hours per week). This is an excellent opportunity for students to learn about how the U.S. government operates and contributes to Afghanistan and Iraq reconstruction efforts.

### **About the Afghanistan and Iraq Investment and Reconstruction Task Forces:**

The Afghanistan and Iraq Reconstruction Task Forces of the U.S. Department of Commerce serve as the information clearinghouse for U.S. companies interested in commercial activities to rebuild Afghanistan and Iraq. The Task Forces work closely with other U.S. government agencies and international organizations to provide U.S. companies counseling on the latest developments and opportunities for rebuilding Afghanistan and Iraq.

### **Intern duties include the following:**

- Interact with U.S. companies, including responding to the Task Forces' hotline and e-mail systems
- Research issues to assist U.S. companies
- Participate in meetings with the private sector, other U.S. government agencies, and international organizations
- Support planning of several major events and meetings
- Help coordinate outreach to the Afghan-American and Iraqi-American communities
- Handle maintenance of the client management database
- Assist with regular updates to the Web sites

### **Qualifications:**

- Undergraduate or graduate students interested in learning how the U.S. government operates and contributes to Afghanistan and Iraq reconstruction efforts
- Majors include: international affairs, international trade, economics, and business
- Excellent research, writing, and computer skills
- Available at 20 hours per week
- U.S. citizenship required

### **To apply:**

Fax a cover letter and resume to (202) 482-0980 (attention Intern Coordinator) or e-mail a cover letter and resume to [AfghanInfo@ita.doc.gov](mailto:AfghanInfo@ita.doc.gov) (please put Internship in the subject line) by November 5, 2004.

Afghanistan Investment and Reconstruction Task Force [www.export.gov/afghanistan](http://www.export.gov/afghanistan)  
Iraq Investment and Reconstruction Task Force [www.export.gov/iraq](http://www.export.gov/iraq)