U.S. Embassy, Amman

Jordanian Student Intern Program

Vacancy Announcement

ANNOUNCEMENT NUMBER: JSIP 2014-05

OPEN TO: 3rd and 4th year students enrolled at accredited Jordanian universities

POSITION: Student Intern Volunteer – Open Source Center

OPENING DATE: **April 1, 2014**

CLOSING DATE: **April 29, 2014**

INTERNSHIP DURATION: During university summer break for approximately 8-12 weeks.

SALARY: None – voluntary work

The U.S. Embassy in Amman is seeking a university student for a summer intern position with the Open Source Center.

INTERNSHIP OFFICE: Open Source Center (OSC)

JOB DESCRIPTION:
The candidate must have very good computer skills and be able to have strong writing skills and basic accounting skills.

BASIC QUALIFICATIONS REQUIRED:
1. Be a full-time student at an accredited Jordanian university;
2. Be at least 18 years old;
3. Have already completed two years of university;
4. Be a 3rd-year or 4th-year student with a bona fide intention of continuing to pursue a course of study or training immediately following the internship;
5. Have university's permission;
6. Be in good academic standing; and
7. Level 4 English. English proficiency will be tested.

SPECIFIC QUALIFICATIONS REQUIRED:
1. Good computer skills; and
2. Good familiarity with Jordanian social media sites.

NOTE: All applicants must address each selection criterion detailed above with specific and comprehensive information supporting each item. Supporting documentation must be included in the application for eligibility purposes.

TO APPLY:

Interested students for this position should submit the following or the application will not be considered:

1. *Application for Employment* (Form DS-174).

2. Letter of Recommendation from a professor.

3. Letter of Permission from university.

4. Copy of Jordanian Passport or copy of Residency Card if non-Jordanian.

5. Certificate from Jordanian Intelligence Department which states "To be trained at the American Embassy."

6. Any other documentation (e.g., transcripts, high school diploma, etc.) that addresses the qualification requirements of the position as listed above.

SUBMIT APPLICATION TO:

Human Resources Office, U.S. Embassy, Amman, Jordan

Applications can be submitted electronically through AmmanInternship@state.gov.

CLOSING DATE FOR THIS POSITION: April 29, 2014

An Equal Opportunity Employer

The U.S. Mission in Jordan provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. The U.S. Department of State also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.