CALIFORNIA STATE ASSEMBLY
JOB LISTINGS

Office: Speaker Anthony Rendon
Classification: Intern
Posted: 03/03/2017

Speaker Anthony Rendon is seeking unpaid interns for his District Office in South Gate. Candidates should be working towards a bachelor's degree or be a recent graduate with strong written and verbal communication skills and have experience with PCs and Microsoft Office. Responsibilities include conducting research, helping constituents, staffing booths at community events, researching legislation, attending events with district staff, directing phone traffic, working on special projects, and general office tasks such as answering phones, sorting mail, filing, data entry, etc.

Contact: Please visit https://speaker.asmdc.org/district-office-internships to apply.