



INTERNSHIP PROGRAM OPPORTUNITIES – SPRING 2026



PAID INTERNSHIP OPPORTUNITIES

Application Period: December 1st – December 31st, 2025

Rate of Pay: \$15.00/ hour

Position Classification: Temporary/ Part-Time

Internship Term: February 2nd – May 8th, 2026 (13 weeks)

Students must:

- Be currently enrolled in an undergraduate or graduate program in an accredited College or University and have completed a minimum of 60 semester credits at the time of application.
- Submit an **official transcript** directly from the educational institution to the County prior to the interview date.
- Submit a **resume**.
- Be available for an interview with the Selection Committee.
- Be available to work 20-30 hours a week.
- Complete a criminal history pre-employment background screening.

Office of the Mayor

Equity and Engagement Division

Mayor's Office Interns (2 opportunities): Interns in the Office of the Mayor provide essential support to teams that serve as liaisons between Miami-Dade County residents, government departments, and external agencies. Primary responsibilities include assisting with the intake and documentation of resident concerns, routing cases to the appropriate departments, and conducting follow-ups to ensure timely and effective resolution.

Interns will also have opportunities to shadow experienced staff and observe how the office engages with elected officials, municipalities, and state and federal partners on policy and constituent matters. Additional tasks may include supporting data analysis, participating in community outreach efforts, and preparing reports to inform decision-making.

This role requires strong communication skills, attention to detail, and a commitment to public service. Ideal candidates are proactive, organized, empathetic, and eager to learn about internal government operations and intergovernmental relations.

Water and Sewer

Construction Contracts Division

Data Analytics (2 opportunities): The Data Analyst Intern will support the Construction Contracts Division (CCD) by collecting, organizing, and analyzing key operational data. This role plays a vital part in transforming raw information into meaningful insights that enhance decision-making and improve divisional processes. The intern will work closely with CCD leadership and staff to develop data-driven reports, dashboards, and recommendations that support ongoing projects and strategic initiatives. Responsibilities include collecting, cleaning, analyzing and interpreting data for the Construction Contracts Division (CCD) and providing data-based reports.

Ideal candidates are familiar with data analysis tools or software (Excel, Power BI, Tableau, SQL, or similar), an interest in public sector operations and are currently pursuing a degree in Data Analytics, Statistics, Computer Science, Engineering, Business, or a related field. The incumbent must have strong analytical and problem-solving skills with attention to detail, and effective communication skills, with the ability to present data in a clear and actionable manner.

Hydrogeology Technical Services Division

Hydrogeology Engineer (1 opportunity): The WASD Hydrogeology internship opportunity is designed for students interested in the geosciences and provides immersive experience across a broad range of hydrogeological field and analytical activities. Interns will gain hands-on exposure to groundwater sampling, well drilling operations, and related fieldwork, as well as develop skills in data analysis, GIS mapping, and modeling. This internship offers a unique opportunity to learn from experienced professionals, receive dedicated mentorship, and contribute to meaningful projects within a dynamic and forward-thinking environment.

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SCADA Division

SCADA Intern (1 opportunity): The SCADA intern will support the enhancement and protection of the WASD Operations Technology network. This role involves developing security-focused documentation, monitoring network activity, managing infrastructure assets, and staying informed on emerging vulnerabilities. The intern will work closely with the SCADA Development and Solutions Unit and other team members to strengthen the department's cybersecurity posture.

The ideal candidate is a student currently pursuing a degree in Cybersecurity, Information Technology, Computer Science, Engineering, or a related field, with a strong interest in cybersecurity, industrial control systems, or operational technology environments. They should have a basic understanding of cybersecurity concepts such as vulnerabilities, threat detection, or network security, along with strong problem-solving skills and attention to detail. The candidate should be able to analyze information, communicate findings clearly, and demonstrate eagerness to learn in a hands-on, technical environment.

Wastewater Collection and Transmission Line Division

Administrative Clerk (1 opportunity): This position provides administrative and financial support to the department. Responsibilities include organizing and maintaining financial records—such as invoices, payments, permits, and job orders—and assisting with data entry by accurately entering financial transactions into accounting software. The role also involves reviewing documents for completeness and accuracy prior to submission or filing.

Ideal candidates will have academic or practical experience in Accounting or Finance. Additional duties include assisting with the preparation of basic financial reports or summaries, supporting staff with document scanning, copying, and other general administrative tasks, and gaining hands-on exposure to fundamental accounting principles and departmental procedures.

To apply, visit our Miami-Dade County Jobs webpage (miamidade.gov/jobs). Create a profile and apply for **JO# 97845**. Upload a resume and cover letter at the time of application. Be prepared to submit an official transcript if selected for interview.

[APPLY HERE](#)