2015 Pathways Internship Summer Hire (Temp)

“Make a Difference in People’s Lives and Your Own”

TYPE OF WORK
• Delivering customer support services
• Performing routine tasks to maintain equipment and perform system maintenance
• Creating spreadsheets, tables, graphs, or presentations
• Answering telephones and referring callers to staff members

WORK SCHEDULE
Full-time work schedule (Monday-Friday); 40 hours per week

GRADE LEVELS
• GS-1: Enrollment in a high school diploma or General Education Diploma (GED) program
• GS-2: High School graduation or equivalent
• GS-3: Completion of 1 academic year of post-high school study (30 semester/45 quarter units)
• GS-4: Completion of 2 academic years of post-high school study or associate’s degree (60 semester/90 quarter units)

HOW TO APPLY:
Applications will be accepted Monday, April 13, 2015 to Friday, April 17, 2015. Click here to be routed to USAJOBS (https://www.usajobs.gov/GetJob/ViewDetails/400673200)

ADDITIONAL INFORMATION
• Applicants must be U.S. citizens or nationals (residents of American Samoa and Swains Island) to participate in the Program.
• Selective Service Registration is required for males over age 18 who were born after December 31, 1959.
• A background security clearance (fingerprint check) is required
• Enrolled in or accepted for enrollment and seeking a degree
• Relocation expenses will not be paid

CONTACT
Human Resources at (510) 970-8484 or via email if you have questions. (SF.MOS.HRC.Staffing.Classification.Tm@ssa.gov)

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