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| **Flag Logo small.jpgAmerican Embassy Budapest** |
| is seeking a highly motivated student for a  |
| ***Local Internship******(unpaid internship)*** |
| **in the Regional Security Office in the Fall semester.** |

***- Number of hours/day:***

8 hours per day for 4 months – 6 months (maximum)

***- Major duties and/or projects, the scope of work and related duties:***

* Assessment of current emergency preparedness program and drafting of recommendations.
* Assistance with planning and coordinating VIP visits.
* Assist Foreign Service National Investigators (FSNIs) with investigations, as required
* Collection and analysis of crime statistics; report preparation
* Assist in the implementation of the Residential Security Program
* Assist with equipment inventories and accountability methods

***- How will this internship benefit the section and the intern:***

The internship program is a great opportunity for the interns to work in a professional environment together with Hungarian and American colleagues. The intern will have an opportunity to master his/her communication skills, learn about security program content and implementation in a diplomatic environment, and develop planning and work organizational skills. The RSO Office will benefit from the intern’s fresh academic knowledge, their creativity, as well as computer skills.

**Certification**: RSO has identified adequate workspace and equipment for the interns to perform the duties during the internship.

***TO APPLY:*** *Please submit application form (can be obtained from the Educational Institution), CV and Statement of Interest toHuman Resources Office, American Embassy, Szabadság tér 12. 1054, Budapest,* ***Closing date: June 17, 2016.***