

2025 Summer Internship at Paxtang Borough Office
Paxtang Municipal Building, 3423 Derry Street, Harrisburg, PA 17111

9 weeks, 20 hours a week, \$15.00 per hour

Eligibility:

We are currently accepting Resumes and Letters of Interest for a current college enrolled Student. The 9-week Internship would begin as early as Monday, June 9 and end no later than Friday, August 22, 2025, based on candidate availability. The 20-hour work week is flexible but would take place between the hours of 9:30 a.m. and 3:00 p.m., Monday – Friday in the Paxtang Municipal Building.

Applicants need to be skilled in Microsoft Word and Excel and have research experience for handling Ordinance and Code analysis, data collection, and summarization for Municipal Planning and Zoning.

Submission of a Letter with Resume may be emailed to the Municipal Manager Keldeen Stambaugh, Kstambaugh@paxtang.org, no later than **Monday, June 2, 2025, at 3 p.m.**