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# Example of HR Internship Job Description

Our growing company is looking to fill the role of HR internship. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for HR internship

* Employer Branding - Assist in organising upcoming corporate events in terms of logistics, planning, designing collaterals, working with external vendors to ensure smooth running of the events
* Others- Generating of reports and analysis of Talent Network initiatives
* Assist in local/regional projects and other adhoc projects as assigned
* Work on strategic topics operational tasks right from the beginning
* You are the contact person for line managers
* You contribute to the experience of the intern
* Interest & curiosity in HR, Learning & Development, Recruiting, Organizational Development
* A team mentality and ability to collaborate
* Responsibility and a strong work-ethic
* Manager Development Training rollout

## Qualifications for HR internship

* Bachelor degree in Business/HR/Psychology/Marketing/Finance/Statistics/Sciences/Engineering/
* 5th year student from a technical or business university or undergraduate of a Master Degree
* Working experience/involvment in a MNC is a plus
* Pursuing a Master’s degree in Human Resources, Organizational Behavior/Development, Labor Relations, Business Administration, or other related business/social science fields of study (graduating no later than June 2018 with at least a 3.2 GPA on a 4.0 scale)
* Possess a serious career interest in HR with a minimum 3-5 years of related work experience
* Bachelor degree with a Science or Economics background