



## Internship

### U.S. Commercial Service Germany

#### What We Do

The U.S. Commercial Service at the American Consulate General in Düsseldorf promotes the export of U.S. goods and services into the German market, advises U.S. firms on market entry strategies, and supports inward investment into the U.S. We provide a range of services and programs for American exporters and German investors.

The U.S. Commercial Service is the trade promotion arm of the U.S. Department of Commerce. Our office analyzes information on the German market, facilitates contacts with German businesses, promotes U.S. products in Germany and the European marketplace, and advocates for U.S. business interests. We assist U.S. trade missions to Germany and provide support to U.S. companies holding product launches at leading trade shows in Germany.

#### What Our Interns Do

Interns are given assignments that will provide exposure to a full range of our activities and services, and every attempt is made to give meaningful and hands-on experience.

Interns learn from Commercial Service staff by:

- Collecting and analyzing information for market research reports for trade delegations and American companies on entry or expansion into Germany; including potential business partners, trade data, and in-country promotions.
- Assisting with our matchmaking services that help U.S. companies find partners and distributors in Germany.
- Attending business meetings with U.S. firms and relevant trade fairs, including preparation, on-site activities and client follow-up.
- Working with modern computer programs, including Outlook and Salesforce.

#### Application:

Submit your application via email or call us with questions.

#### American Consulate General

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#### How to apply

**Your application (submitted at least 4 months in advance)**

- Cover letter
- Resume
- References (academic or professional)
- Proof of enrollment at a university or other institution of higher learning.

#### Eligibility

- Enrollment at a university or other institution of higher learning.
- Fluency in German and English.
- Good communication and computer skills.
- Availability for up to 12 weeks.
- Ability to pass a U.S. Government background check.

#### Payment and Insurance

This internship is a volunteer opportunity. Federal regulations prohibit financial compensation.

An official letter of recommendation will be provided upon request. Most universities will award credit hours for a completed internship.

No federal government liability is assumed.

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