College Intern Summer Work Program 2020

At the Philadelphia Parking Authority (Authority), we consider summer internships to be overall valuable experience. We believe that internships should provide educational opportunities for college students, and therefore, our goal is to involve interns in higher-level projects. Interns will have opportunities to develop and demonstrate customer service, critical thinking, and soft skills. Depending on the assignment, Interns will have the opportunity to present their ideas and contributions at staff meetings.

The Philadelphia Parking Authority consists of many divisions and departments with several locations throughout the City of Philadelphia. Each department specializes in division-specific tasks. Whether assigned to off-street, on-street, finance, human resources or one of our many other departments, interns will get a unique perspective of how each department contributes to the overall mission of the Authority.

Field internships are offered as well. Field internships are hands-on and involve more physical work. Examples include power washing, painting, cutting grass, assisting maintenance mechanics with routine maintenance and repairs. When applying, please specify whether you are seeking an administrative position or a position in the field. The program will run from May 18, 2020, through August 21, 2020.

How to apply:

1. All applicants must complete a PPA employment application. Must be 18 years of age or older to apply.
2. All applicants must submit a copy of their most recent final grades.
3. All applicants should obtain a letter of recommendations to submit with their grades and application. Examples of who to get a letter from: previous employer, professor or advisor, clergy, community leader, elected official.
4. Previously employed interns with the Authority will need to reapply.

5. All materials must be submitted to PPA Headquarters: Lauren Gallen, 701 Market Street, Suite 5400, Philadelphia, PA, 19106, between March 2, 2020 and March 16, 2020. Materials received after this date will not be accepted.

Selection process:

1. Applicants will be notified via telephone if they have been selected for an oral interview.

2. Following interviews, applicants will be notified by letter regarding the status of their application.

3. Applicants will be selected for the 2020 Summer Work Program based on oral interviews, grades, letter of recommendation and performance evaluation from previous summer (if a returning applicant).