



Attorney General Josh Shapiro
Internship information

Section Name: Financial Enforcement Unit : Civil Law Division

Section Description: Financial Enforcement Unit represents the Commonwealth in federal bankruptcy proceedings and efforts to collect delinquent taxes and other debts to the Commonwealth.

Contact Email Address: aeichelberger@attorneygeneral.com

Contact Phone Number: (717) 857-2106

Locations: Philadelphia, Pittsburgh

Hours per week: 2+ days, flexible with Credit requirements.

Intern Roles/Responsibilities:

- Drafts legal pleadings, motions, petitions, responses, discovery requests, etc.;
- Conduct asset searches;
- Attend relevant meetings with attorneys;
- Conducts legal research;
- Researches specifics of cases and drafts memos summarizing the facts of a case;
- Performs other duties as may be required.

Qualifications:

- Must have completed at least 1L year of law school and be currently enrolled in and in good standing with a JD program;
- Proficient in legal research and writing;
- Experience with and interest in tax litigation or bankruptcy law preferred.

Application Requirements:

- Apply using our online application: <https://www.attorneygeneral.gov/the-office/employment/>
- If selected, applicants will be required to submit to a thorough records check.