Pennsylvania Office of Attorney General: Bureau of Consumer Protection

Address: 15th floor, Strawberry Square, Harrisburg, PA 17120
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Contact for Interested Students:
Intern supervisor: Richard Lebo
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Responsibilities as an intern:
Preparing written reports, performing video analysis, uploading subpoenaed documents into excel spreadsheets, conducting undercover shopping, summarization of complaints, contributing to meetings with attorneys and agents, aiding in in-home interviews of consumers, reviewing court documents, and orchestrating internet research.

Other Responsibilities:
Conducting legal research, assist with site visits and audits of business records, and assistance with phone mediation, depending.

Skills for successful interns:
Good written and verbal communication skills
Ability to synthesize information from numerous databases and sources
A professional demeanor
Excellent writing skills
Capability to shift focus given the office's current needs
Aptitude to perform individual work efficiently and effectively