



## CAPITAL SERVICES

Position Title: Human Resources Internship Paid (2021)

Location: CAPITAL Services, Inc.  
500 E. 60<sup>th</sup> Street North  
Sioux Falls, SD 57104  
[www.capitalsvcs.com](http://www.capitalsvcs.com)

**Company Profile:** Capital Services is a leading payment portfolio management and servicing company that creates, evolves, and services profitable payment programs in partnership with our clients. Focused on financial strength, we successfully originate and manage card assets and provide a unique and innovative set of services in the payments industry for more than 800,000 accounts nationwide. More than 150 CAPITAL Services associates are employed at the Sioux Falls location.

**Position Description:** This HR internship is an exciting opportunity for someone who is working toward a bachelor's degree in human resources or related field of study. The intern will apply his/her education, skills and experience while gaining practical HR experience. This intern will work on strategic projects, help to support HR operations, and learn from a team of HR professionals.

**Skills/Experience/Interest required:** Ideal candidate will be a current student majoring in Human Resources or a related field of study. Experience with Excel, Word and PowerPoint and strong written and oral communication skills are needed. Candidates must be authorized to work in the United States on a permanent basis. For this position, candidates must be authorized to work in the United States.

**Start Date/Schedule:** The internship will take place during a 10 to 12 week period in summer 2021, with a May/June start date (depending on availability) through August. A full schedule during regular office hours is offered.

**Compensation:** A full time, paid, summer internship.

For immediate consideration please apply online at <http://capitalsvcs.com/about-us/careers/> and click on the Human Resources Internship 2021.