HRA IT Specialists Internship Job Description

In partnership with the Human Resources Administration (HRA), the CUNY Institute for Software Design and Development (CISDD) has an exciting internship position available for CUNY undergraduate and graduate Computer Science students. The program currently consists of 30+ student interns working as IT Specialists and allows students to receive practical hands-on training and experience while assisting HRA in achieving their long-term technical objectives. Students work at HRA location in NYC, applying their technical and professional skills in the areas of applications programming and maintenance, network administration, database design and administration and project management. Although the location is at HRA, this is considered an on-campus position.

Qualifications for HRA interns:

- Current CUNY registered undergraduate and graduate students
- Majoring in computer areas (Computer Science, Information Systems, etc.)
- Taken at least 2 semesters of Computer Science related courses including Programming, Network, or Database System Management, etc.
- Have a GPA of over 3.2 in their major
- Available to can work part-time (19 hours per week during the semester) for most of the academic year, and possibly full-time over the summer
- Authorized to work under INS laws for on-campus jobs
- Areas of knowledge or experience preferred include applications programming and maintenance, network administration, database design and administration and project management

Special requirements / Work responsibilities
(HRA Supervisors should fill in the blanks):

- Skills needed:

- Experience wanted:

- Any other special requirements: