DEPARTMENT OF ENERGY INTERN OPPORTUNITY

Posting ID: 1040916
Company: National Security Technologies Company Website: www.nstec.com
Job Title: Associate in Information Tech Work Location: Losee Road Facility
Position Type: Internship Salary: N/A
College Major(s): Computer Science College Level(s): Undergraduate

OVERVIEW

Roles and Responsibilities
This Intern position will span over a 12 month period. Work at the Help Desk answering and logging trouble calls for National Security Technologies, LLC (NSTec) users. Respond to client requests, which may include installation, configuration, troubleshooting, and repair of client workstations. Use hardware and software testing tools to troubleshoot and make repairs as needed. Accept individual responsibility and accountability for environment, safety, health, and quality processes within personal control, personal safety, and the safety of co-workers. Comply with established regulations and procedures for environment, safety, health, and quality and perform duties in a way that will not cause personal danger, endanger other individuals, or violate environment, safety, health, and quality regulations. Promptly correct or report any hazard or potential hazard to supervision. Understand the principles associated with the National Security Technologies, LLC (NSTec) safety concept. Participate in and embrace NSTec environment, safety, health, and quality initiatives.

Education and Qualifications
Completion of the first year of a Bachelor's degree program in Information Technology at an accredited college or university and be actively enrolled. Basic hardware and software background. Basic knowledge of how an Active Directory network works. Working knowledge of the following Microsoft products: Windows for Workgroups, Windows 7 and Office 2010. Experience with MS Office, MS Project, TCP/IP and PC hardware and software testing tools, to troubleshoot and make repairs, preferred. Must possess excellent customer service skills. Good oral and written communication skills. Ability to multi-task and maintain organization in a fast-paced, changing environment. Must be willing to work at the remote NSTec sites, including the Remote Sensing Laboratory-Nellis and the Nevada National Security Site. Must possess an appropriate, valid driver's license. Applicant selected will be subject to a Federal background investigation.

To Apply

REQUESTION NUMBER: 110604
E-mail  ntsresumes@nv.doe.gov

Mail  National Security Technologies, LLC
Attn: Human Resources, M/S NLV014
P.O. Box 98521, Las Vegas, NV 89193-8521

Fax:  (702) 295-2448

Note: The Employment Application is optional unless selected for an interview