CUNY IT Specialists Internship Program

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Questions? Email interns@cunyinterns.org.
Resume Resource: http://www.cunyinterns.org/resources/resume-resources/
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The CUNY IT Specialists Internship Program provides currently enrolled CUNY students with paid internships—starting rates average from $12 to $14 an hour—at participating NYC government agencies in **Helpdesk/Technical Support**, **Application Development Programming**, **Network Administration, Database Administration**, **GIS**, **Web Development** & **IT Business Analysis**.

REQUIREMENTS

1. Be a current CUNY registered undergraduate or graduate student.
2. Be authorized to work under INS laws at on-campus jobs.
3. Major in a computer-related field or another field that develops strong computer skills.
4. Have taken at least 2 semesters of computer-related courses or have related work experience.
5. Be available to work 15- 34 hours a week during school and 34 hours per week between semesters**.**

To be eligible for an internship, students **must** register an account and post their resumes in our online resume database. Registering with us gives students access to job announcements and notifications about free technical training. *City agency partners also have access to the database and often contact students directly to set up interviews*.

HOW DO I POST A RESUME?

1) Visit http://www.cunyinterns.org/career-center.

2) Follow the instructions to register for a Career Portal account and complete an online profile.

3) After fully completing your profile in the Career Portal and uploading your documents, sign up for a pre-screening session by visiting the Calendar in the Career Portal. **We will only approve your submitted resume once you have attended a pre-screening.**

4) You may update your resume any time after it has been approved. There is no need to contact us after you make a change. Our office will review the updated resume and approve it back into the system.

Please note that CUNY IT internships are competitive. If you are selected to interview for a position you will meet with a hiring manager of a government agency for a technical interview.

If you need assistance with your resume or interview tips, see the "Resources" section at http://www.cunyinterns.org/ or contact your school's career services office.