

NJ TRANSIT 2022 Summer Internship Seeking Virtual Capital Planning/Capital Programs Intern

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Interns will:

- Conduct studies and investigations related to Transportation Planning, Transport Economics, Engineering and Project Development
- Review and develop reports of best practices for subjects related to public transportation
- Select a project/program to conduct high level economic, Transportation Planning and/or Engineering analysis
- Sample Activities: Studying the challenges of deploying zero emission buses, providing analysis to inform transportation needs and to support project development, developing concepts for improvements to link multiple stations to their surrounding community, assessing opportunities to improve the transport system's resiliency

Skills and Qualifications:

- Senior Undergraduate Student, Masters Student (in year 1 or 2), PHD Student (in any year)
- Majoring in Planning, Transportation Planning, Urban Design, Architecture, Landscape Architecture, Ecology, Public Policy, Economics, Engineering
- Planning, Economics, Geography, Political Science, Environmental/Energy/Resiliency Design/Policy and/or any Engineering discipline
- Specific career/academic interest in: Transportation Planning and Engineering, Urban Planning, Energy Planning and Policy, Energy/Power Systems, Sustainable Design, and/or Resiliency is desired
- GIS capabilities using ARCGIS or QGIS is required
- STATA or another related statistics analytics capability is preferred

Work Environment:

- Virtual

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008gMhy&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&AppPage=Corporate

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**NJ TRANSIT 2022 Summer Internship
Seeking
Capital Planning Enterprise Asset Management & Resilience
Intern - Hybrid**

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

- Interns will analyze and input data in NJ TRANSIT Software Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, One Drive)
- Advanced Excel Experience
- Perform work assignments in support of departmental goals
- Filter, sort and import data using Excel spreadsheet Collect, and validate and organize data per the team's needs
- Interns will report to the Director and team leads of the EAM office

Skills and Qualifications:

- Junior or Senior in Undergraduate & Graduate schools
- Majoring in Engineering, Business, Marketing, Communication, Accounting
- Advanced Excel experience required
- Excellent interpersonal and communication skills, verbal & written
- Strong knowledge of MS Office (Excel, Word, PowerPoint)
- Possess leadership skills and have a desire to gain knowledge
- Provides research and administrative assistance for special projects as assigned
- Strong independent work ethic, and able to take initiative

Work Environment:

- Hybrid (Additionally, Work in the field possible)

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship

Seeking Capital Programs/ Capital Project Management- State of Good Repair Program

Intern- In Person

NJ Transit is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at a hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

- Assist Project Management office (PMO) day-to-day functionalities such as preparation, implementation of cost/schedule controls processes, procedures and reporting
- Opportunity to learn and implement Project Management Institute (PMI) PMBOK best practices and processes in Project Management arena
- Support PMO team in efforts developing Projects cost estimates, budgeting, forecasting and reporting
- Assist in reviewing, tracking monthly consultant invoices, backup documentation and follow up on payment status
- Support working on ad-hoc reports and assisting other State of Good Repair department including project delivery, real estate as assigned
- Assist in spreadsheet template development, Data collection for State of Good Repair Program (SGRP).
- Assist in document controls & Engineering/shop drawings as needed

Skills and Qualifications:

- Sophomore, Junior, Senior or Graduate
- Civil/Mechanical/Electrical Engineering, Business Management
- Strong analytical skills, and proficiency in Microsoft Word, Excel, and Power Point is required
- Good oral, presentation and communicational skills required
- Engineering Education background in any of the above listed disciplines, organizational, self-motivated and willingness to learn

Working Environment:

- Working in office

- Occasional field visits or visit to NJ Transit Rail/ Bus/ Light Rail customer facing facilities

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fIFy&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

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NJ TRANSIT 2022 Summer Internship Seeking In-Person

Capital Programs/Construction Management Intern

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

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Objective of this role:

All CM Interns will work in field locations throughout our network of projects and assist with all aspects of construction management, including:

- Perform site inspections
- Assist in the development of ICE (independent cost estimates)
- Provide critical office assistance in cataloging and processing submittals
- Review certified payrolls
- Coordinate with construction field personnel

Skills and Qualifications:

- Sophomore, Junior or Senior
- Majoring in Construction or Civil Engineer or Architectural
- No work experience necessary
- Ability to read and comprehend construction plans and supplemental documentation
- Review and confirm quantities for Payment Applications
- Verbal and written communication experience with field and office personnel

Work Environment:

- Mostly working outside, but depending on project/location, will have access to an office or trailer
- Applicant must be able to work in inclement weather and travel to various project jobsites throughout the state. May require standing for long periods of time
- May be asked to work overtime or on weekends

When applying please complete the entire application; any incomplete applications will not be considered.

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Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Capital Programs Legal Compliance Budget & Administration- Virtual

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Interns will:

- Conduct research and draft research memoranda regarding federal and state regulations, including but not limited to Federal Transit Administration regulations relating to the Emergency Relief Program
- Assist with organization of and information collection for oversight monitoring activities as required by state and federal regulations
- Assist in coordinating, compiling, and tracking documentation and information in response to internal and external oversight agencies relating to Capital Programs projects
- Assist in drafting responses to requests from internal and external oversight agencies on behalf of Capital Programs, including requests under the Open Public Records Act (OPRA)
- Draft contract agreements and documents
- Legal Research & writing
- Other duties as assigned

Skills and Qualifications:

- Law School (any year)
- Majoring in Pre-Law/Law
- Experience performing legal research preferred
- Strong analytic skills, enthusiasm, and the ability to manage multiple projects with varied deadlines are required

Work Environment:

- In-office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Capital Programs Project Coordinator Intern - Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Interns will:

- Provide administrative support for various projects in the Capital Programs Department
- With oversight of a more senior staffer, they will review/process payment applications, observe/attend and design/construction field/progress meetings, archive project documents, assist/ prepare various project reports, assist in monitoring/ maintaining project budgets and schedules
- The position will essentially mirror the Position Description of a Project Coordinator, with additional oversight by more senior staff

Other job responsibilities: Other duties related to the Project Management of Capital Projects with supervision as appropriate.

Skills and Qualifications:

- Sophomore or Junior Undergraduate Student
- Majoring in Engineering (any discipline), Architecture, Construction Management or equivalent STEM program
- Enrolled in an ABET accredited Engineering curriculum, Architectural curriculum, or related accredited STEM curriculum
- Competence in Microsoft Office applications and basic skills in use of automated management tools (or ability to learn), such as Primavera, MS Project, etc.
- No extraordinary physical demands. Job may involve walking in and around various project/ construction locations

Work Environment:

- May be a combination of various environments (in-office, working outside, in trailer, remote from home)

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Capital Programs/Project Management Coordinator - Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Interns will:

- Provide administrative support for various projects in the Capital/Resilience Programs Department
- With oversight of a senior staffer, the intern will review/ process payment applications and invoices, observe/attend design/construction field/ progress meetings, archive project documents, assist/ prepare various project reports, assist in monitoring/ maintaining project budgets and schedules
- The position will essentially mirror the Position Description of a Project Coordinator with additional oversight by more senior staff

Skills and Qualifications:

- Sophomore, Junior, or Senior Undergraduate Student
- Majoring in Engineering (any discipline), Architecture, Construction Management or equivalent STEM program
- Enrolled in an ABET accredited Engineering curriculum, Architectural curriculum, or related accredited STEM curriculum
- Competence in Microsoft Office applications and basic skills in use of automated management tools (or ability to learn), such as Primavera, MS Project, etc.
- No extraordinary physical demands. Job may involve walking in and around various project/ construction locations

Work Environment:

- May be a combination of various environments (in-office, working outside, in trailer, remote from home)

When applying please complete the entire application; any incomplete applications will not be considered.

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Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Contracts and Claims Intern - Hybrid

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The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Interns will:

- Attend meetings and site visits for major capital projects
- Perform legal research of federal and state laws and regulation
- Draft, review, and analyze contract agreement and documents
- Review reports and appraisals for acquisition of real property

Skills and Qualifications:

- First or Second Year Law School Students
- Majoring in Law/Pre-Law
- One Year of Law School Experience Required
- Interest in Transportation/Government Preferred
- Knowledge of Contract and Property Law

Work Environment:

- Hybrid

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Equipment Engineering & Design Intern Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

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Objective of this role:

- Assist Project Managers with assorted duties such as document control, budget tracking, compiling data, working on various deliverable packages, creating or working on various MS Office based documents needed to ensure project tasks are being identified, reviewed, tacked and completed
- Basic drawing and schematic reviews or manual reviews will also be required
- Evaluate technical and project functions associated with engineering, manufacturing, inspection, and system testing

Skills and Qualifications:

- Junior or Senior
- Majoring in Mechanical or Electrical Engineering
- Understanding of the New Jersey TRANIST system and the services it provides
- Must possess excellent verbal and written communication skills and be proficient in Microsoft program base applications
- Must possess good math, writing, and presentation skills and have a good knowledge of Microsoft Office such as Word, Excel, PowerPoint, etc.; must have a good understanding of mechanical and electrical concepts

Working Environment:

- 70% Newark NJ TRANSIT Headquarters
- 30% Field Various Sites
- While performing the duties of this job, the employee is regularly required to stand, walk, climb, kneel, crawl, stoop and/or sit

- Light lifting (Up to 20 lbs.) as needed

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Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Internal Audit Intern – In-Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will work under supervision of a Senior Auditor or Managing Auditor, evaluates internal controls, and performs basic to more complex assignments/tasks as outlined in Audit programs for assigned areas. Verify that payments made by NJ TRANSIT for services performed are in accordance with the contract terms and conditions of professional services capital contracts. Ensure all billed costs are supported by proper documentation and compare project related and actual costs to consultants' estimated costs. Assist in documenting processes and controls, performs testing and prepares Audit work papers and support. Contributes to a clear, concise, accurate and timely Audit report, addressing Audit findings and recommendations.

Skills and Qualifications:

- Completed Sophomore or Junior
- Majoring in Accounting, Finance, Business Administration
- Prior experience with Internal Auditing or Public Accounting experience desired
- Computer proficiency (Microsoft Word/Excel/Outlook/PowerPoint) required
- Effective oral and written communication skills required
- Knowledge of GAAP and GAAS, testing approaches desired
- Familiarity with Visio and Teammate software programs desired
- Knowledge of COSO, IIA, GAGAS internal audit standards and experience with data analysis software is desirable

Working Environment:

- In Office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Board Office Intern- Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will Conduct Research Investigations and draft responses to properly respond to various legal matters on behalf of the agency. This includes Open Public Records Act (“OPRA”) requests, Subpoenas and Authorizations. Assist in maintaining department legal logs up to date Assist in responding to legal matters in accordance with legal timeframe.

Performs confidential administrative tasks and special projects including research, investigations, archiving files, and updating logs for active files.

Skills and Qualifications:

- Sophomore, Junior or Senior
- Majoring in Criminal Justice
- Excellent interpersonal, must possess good writing, verbal skills, be able to multitask, prioritize work, and must be able to complete deadlines
- Outlook Calendar manager, must have good knowledge of Microsoft Office such as Word, Excel, have some knowledge of the Open Public Records Act Law, Interest in working in a Legal environment experience

Working Environment:

- Remote and HQ Office – Newark

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Cyber Security Information Risk Intern- Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

As a Cyber Security Information Risk intern you will join a team responsible for, Implementing Security Projects architected to secure NJ TRANSIT Information & Digital Technology Systems. Assist in daily activities working with NJ TRANSIT Cyber Security Team and contribute to increasing process efficiencies. Document procedures spanning various Cyber Security domains. Provide support as directed by management. Recommend improvements with automation where needed. Interact with engineering teams across NJ TRANSIT's Office of Information & Digital Technology.

Skills and Qualifications:

- Junior or Senior
- Majoring In Computer Science, Management Information Systems, or "STEM" Majors
- Relative experience in Computer Science (0-2 years experience)
- Strong understanding of Cyber Security Concepts and Principles
- Programming or scripting knowledge and able to write small scripts to automate tasks a plus
- Able to write small scripts to automate tasks a plus
- Knowledge of cyber security domain is a plus
- Work effectively with your team to identify security problems and improve the security aspects of their service(s)
- Assess risks that could affect the integrity, availability, or confidentiality of data, systems, or services
- Troubleshoot, research the root cause of, and resolve security or risk issues with guidance
- Classify, store, and handle data in accordance with policy or best practices
- Ability to deal with ambiguity in a fast-paced environment
- Good written and verbal communications

Working Environment:

- In the Office and virtual

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Data Collection Assistant Intern - In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

- Under general supervision, uses an alphanumeric keyboard, image scanner or other data entry input device to enter, edit and/or update data from varied source documents into a prescribed computer system for storage, processing, or data management purposes
- Performs a variety of complicated data entering and verification assignments and projects
- Performs data verification and other related tasks.
- Compiles, sorts, and verifies the completeness and accuracy of data prior to key entry or scanning
- Operates keyboard, scanning or other input devices or equipment to transcribe data from standard source documents onto data storage or data processing equipment and/or through direct online hookup with a computer
- Reviews and prepares hard copy documents for processing through digital image scanners
- Operates digital scanning equipment; key enters data that is not recognized by scanner.
- Verifies the accuracy of image scans and documents
- Performs a variety of duties related to data entry, such as record searching, verification, filing and logging
- Performs other related duties as required

Skills and Qualifications:

- Freshmen, Sophomore, Junior, or Senior
- Majoring in Business
- Records Management, Document Control, Accounting
- Microsoft Office
- Lift at least 25 pounds

Work Environment:

- In Office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Internal Audit Intern – In-Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will work under supervision of a Senior Auditor or Managing Auditor, evaluates internal controls, and performs basic to more complex assignments/tasks as outlined in Audit programs for assigned areas. Verify that payments made by NJ TRANSIT for services performed are in accordance with the contract terms and conditions of professional services capital contracts. Ensure all billed costs are supported by proper documentation and compare project related and actual costs to consultants' estimated costs. Assist in documenting processes and controls, performs testing and prepares Audit work papers and support. Contributes to a clear, concise, accurate and timely Audit report, addressing Audit findings and recommendations.

Skills and Qualifications:

- Completed Sophomore or Junior
- Majoring in Accounting, Finance, Business Administration
- Prior experience with Internal Auditing or Public Accounting experience desired
- Computer proficiency (Microsoft Word/Excel/Outlook/PowerPoint) required
- Effective oral and written communication skills required
- Knowledge of GAAP and GAAS, testing approaches desired
- Familiarity with Visio and Teammate software programs desired
- Knowledge of COSO, IIA, GAGAS internal audit standards and experience with data analysis software is desirable

Working Environment:

- In Office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Board Office Intern- Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will Conduct Research Investigations and draft responses to properly respond to various legal matters on behalf of the agency. This includes Open Public Records Act (“OPRA”) requests, Subpoenas and Authorizations. Assist in maintaining department legal logs up to date Assist in responding to legal matters in accordance with legal timeframe.

Performs confidential administrative tasks and special projects including research, investigations, archiving files, and updating logs for active files.

Skills and Qualifications:

- Sophomore, Junior or Senior
- Majoring in Criminal Justice
- Excellent interpersonal, must possess good writing, verbal skills, be able to multitask, prioritize work, and must be able to complete deadlines
- Outlook Calendar manager, must have good knowledge of Microsoft Office such as Word, Excel, have some knowledge of the Open Public Records Act Law, Interest in working in a Legal environment experience

Working Environment:

- Remote and HQ Office – Newark

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Cyber Security Information Risk Intern- Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

As a Cyber Security Information Risk intern you will join a team responsible for, Implementing Security Projects architected to secure NJ TRANSIT Information & Digital Technology Systems. Assist in daily activities working with NJ TRANSIT Cyber Security Team and contribute to increasing process efficiencies. Document procedures spanning various Cyber Security domains. Provide support as directed by management. Recommend improvements with automation where needed. Interact with engineering teams across NJ TRANSIT's Office of Information & Digital Technology.

Skills and Qualifications:

- Junior or Senior
- Majoring In Computer Science, Management Information Systems, or "STEM" Majors
- Relative experience in Computer Science (0-2 years experience)
- Strong understanding of Cyber Security Concepts and Principles
- Programming or scripting knowledge and able to write small scripts to automate tasks a plus
- Able to write small scripts to automate tasks a plus
- Knowledge of cyber security domain is a plus
- Work effectively with your team to identify security problems and improve the security aspects of their service(s)
- Assess risks that could affect the integrity, availability, or confidentiality of data, systems, or services
- Troubleshoot, research the root cause of, and resolve security or risk issues with guidance
- Classify, store, and handle data in accordance with policy or best practices
- Ability to deal with ambiguity in a fast-paced environment
- Good written and verbal communications

Working Environment:

- In the Office and virtual

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g1IS&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

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NJ TRANSIT 2022 Summer Internship Seeking Data Collection Assistant Intern - In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

- Under general supervision, uses an alphanumeric keyboard, image scanner or other data entry input device to enter, edit and/or update data from varied source documents into a prescribed computer system for storage, processing, or data management purposes
- Performs a variety of complicated data entering and verification assignments and projects
- Performs data verification and other related tasks.
- Compiles, sorts, and verifies the completeness and accuracy of data prior to key entry or scanning
- Operates keyboard, scanning or other input devices or equipment to transcribe data from standard source documents onto data storage or data processing equipment and/or through direct online hookup with a computer
- Reviews and prepares hard copy documents for processing through digital image scanners
- Operates digital scanning equipment; key enters data that is not recognized by scanner.
- Verifies the accuracy of image scans and documents
- Performs a variety of duties related to data entry, such as record searching, verification, filing and logging
- Performs other related duties as required

Skills and Qualifications:

- Freshmen, Sophomore, Junior, or Senior
- Majoring in Business
- Records Management, Document Control, Accounting
- Microsoft Office
- Lift at least 25 pounds

Work Environment:

- In Office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

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NJ TRANSIT 2022 Summer Internship Seeking Technical Specialist Intern/Technology Intern- In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Meet with requestors and work with them to compile scopes of work (SOWs). Assist IT Contracts in obtaining bids from vendors and resellers. Follow up with internal requestors and outside vendors as appropriate. Prepare documentation for procurement packages including writing justification memos and performing cost analyses; and check work to ensure accuracy. Track progress of procurements utilizing Department Excel files. Prepare PowerPoint presentations as needed, Organize, schedule, and attend team meetings. Learn to look up reqs and POs in NJT ERP system, i.e., Oracle Enterprise Business Suite (EBS). Research method of operations of contracts utilizing state NJSTART website, NASPO website, etc.

Skills and Qualifications:

- Junior or in Graduate
- Majoring in Economics, Business, Public Administration, or other related studies
- Students must be enrolled in an undergraduate or graduate program for the upcoming summer 2020 school semester.
- Previous office experience preferred
- Coursework in supply chain management a plus
- Strong analytic and organizational skills
- Proficient in Microsoft Office applications, especially Excel and Teams.
- Excellent oral, interpersonal and skills.
- Successful candidates will be self-starters with excellent communication, research and applicable technical skills
- Must pay careful attention to detail

Working Environment:

- In Office
- May work with other NJT staff outside the Department

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking PCard Travel Card Assistant/Finance/Accounts Payable Intern - In-Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

The intern will gather documents required for the PCard and Travel programs, including:

- Ethics form from all cardholders
- Authorizing Manager Agreement forms from all approvers

The intern will assist cardholders and approvers with unapproved expense reports

Skills and Qualifications:

- Freshman, Sophomore, Junior or Senior
- Majoring in Business, Finance, or Accounting
- Quick ability to learn an online Banking program
- Professional and polite when interacting with cardholders and approvers

Working Environment:

- In-Office
- Will work on a team compiled of one manager and two staff members
- Sitting for an 8-hour period
- Keyboarding

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g4Ue&page=CorporateDetailPage&sessionId=&JobSite=Default;Central&p=Candidate&AppPage=Corporate

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NJ TRANSIT 2022 Summer Internship Seeking Performance Assurance Training Intern - In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Interns will take established classes-based on training material and create interactive online training, consisting of instruction and online tests/quizzes with feedback.

Skills and Qualifications:

- Junior/Senior
- Design & Visual Communications, Instructional Design, Education (Adult Ed. a plus).
- Communications and/or education background.
- Experience with online course authoring tools such as Captivate or articulate.
- Knowledge of transformative learning or self-directed learning a plus, skilled at using online course authoring tools such as Adobe Captivate or Articulate.

Work Environment:

- In Office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Planning Intern - Virtual/In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

The Planning Dept. seeks a summer intern to work in the Transit Friendly Planning Program. Representative tasks include:

Transit Friendly Planning Tasks

1. Assist with re-envisioning and developing a GIS database of TOD activity across New Jersey
2. Assist with website development and maintenance for Transit Friendly Planning Program
3. Conduct research focused on transit-oriented development best practices
4. Review weekly news briefs and edit long-form articles for NJTOD.org
5. Provide support for project meetings including minutes, materials, etc.
6. Attend internal and external meetings for the Transit Friendly Program and prepare summary meeting notes
7. Attend Transit Friendly Planning events, like future TOD forums, conferences, and workshops
8. Assist with digitizing and cataloguing previous studies/reports

Bus Network Redesign Tasks (as time permits):

1. Field work observing and documenting bus stop conditions, boarding activity and bus activity (e.g. OTP)
2. Supporting outreach events for bus customers and stakeholders as part of the planning studies
3. Reviewing/developing outreach flyers, slide decks, and other materials to support on-going planning efforts
4. Analyzing ridership, survey and other data related to bus operations and bus customers

Skills and Qualifications:

- Graduate Student (preferably rising 2nd year)
- Majoring in Urban Planning, Transportation Planning, Real Estate
- Interest or background in Transportation Planning, Urban planning, Land-use/Environmental planning, Real Estate/Redevelopment, or Urban Design desired
- Strong Writing and Communication Skills
- Basic knowledge of planning process and development regulations
- Microsoft Excel or other database management software
- ArcGIS/QGIS
- Website development (CMS)
- Adobe Creative Suite
- Sketch-Up/AUTOCAD
- Microsoft 365 (including Teams)

Working Environment:

- Hybrid—in office, Field work, and Virtual (If Permitted)
- Physical demands typical of an office working environment. Potential need for short site visits to transit facilities and surrounding station area

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Technical Specialist/Point of Sales and Fare Collection System Desktop Support Intern-In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will assist Technical Specialist /Analyst working with staff on Fare Modernization Program: Pay-Go, Fare Card, Fare Gates, and Platform Validators. Assist in providing Reports Analytics, Support and Maintenance of Data for the various fare collection systems.

Skills and Qualifications:

- Junior or Senior
- Majoring in Computer Science or Information Technology
- Bachelors in progress
- MS Office SW knowledge
- No prior experience needed
- Analytical with desire to learn
- Troubleshooting
- Must have a valid Driver License

Working Environment:

- At HQ but will be required to travel to Rail/Bus/Light Rail station locations in the field.
- Light lifting on a PC maybe required

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship

Seeking Hybrid

NJ TRANSIT Police Department Employee Court Advocate Intern

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

- Interns will assist with various functions of NJTPD's Employee Court Advocate, including, but not limited to:
- Assisting with investigation and tracking of incidents of on-the-job assaults of Front-line transit personnel
- Light research on legal issues and standards, and national trends and developments material to the scope of the position
- Attend virtual meetings with various operational stakeholders, as confidentiality and inter-departmental considerations permit. (In person, as COVID developments and social-distancing standards permit).
- Other job responsibilities: Assist with design, development and delivery of training materials; assist with data collection, input and follow-up tracking; Attend court hearings as opportunities arise

Skills and Qualifications:

- Any year of college or law school with interest in Criminal Justice, Criminology, and/or Communications or Liberal Arts
- Majoring in Criminal Justice or Liberal Arts field
- Communication skills; strong attention to detail; Proficiency or willingness to learn Excel and Access programs
- Confidentiality of records and information

Work Environment:

- Hybrid

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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New Jersey Transit is an Equal Opportunity Employer

NJ Transit 2021 Summer Internship

Seeking Intelligence Section Intern

(On-Site unless COVID 19 requires otherwise)

At NJ Transit, we believe innovation starts with our customers. We are the third-largest transportation agency in North America and fully committed to delivering safe and reliable services that can get customers to their desired destinations on time. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking to hire talented students for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several other business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

Objective of this role:

- Review sources of information for relevance to NJ Transit PD/ Intelligence Section's mission
- Assist police officers with video pulls and production of intelligence products including, but not limited to; Field intelligence reports, BOLO's, Compstat presentations, review of subject detail and indices check, when applicable, as well as open source and social media, information for individuals subject to criminal investigations
- Participate in off site experiences for situational awareness of section responsibilities

Skills and Qualifications:

- Working towards a degree in Criminal Justice, Homeland Security/Foreign Affairs, Political Science, Statistics (Junior or Graduate Student)
- Applicable coursework relevant to subject matter of NJ Transit Police Department and Intelligence Section, pursuant to desired majors. Prior work experience in any field is requested but, not required
- Prior law enforcement or homeland security/governmental internship experience is a plus
- Computer literacy is a must including knowledge of Microsoft Office products (Word, excel, access, outlook, teams) as well as general social media and open source research tools. Individuals chosen for this internship must be aware of sensitivity and confidential nature of law enforcement matters
- Other job responsibilities as required

When applying please complete the entire application; any incomplete applications will not be considered. Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?joblds=a295x000008guNy&page=CorporateDetailPage&sessionId=&JobSite=&p=Candidate&AppPage=Corporate

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NJ Transit 2022 Summer Internship

Police Support Services Intern - In Person (Police Department)

At NJ TRANSIT, we believe innovation starts with our customers. We are the third-largest transportation agency in North America and fully committed to delivering safe and reliable services that can get customers to their desired destinations on time. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking to hire talented students for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Will assist with supplying the Operations and support of the NJ TRANSIT Police Department. Maintenance and upkeep of Police fleet. Maintenance and upkeep of Police Support Services, Command Bus, Mini Command, Water Rescue, Generators and COOP Equipment.

Skills and Qualifications:

- Undergraduate (any year)
- Majoring in Criminal Justice/Supply Chain and Logistics
- Experience at Volunteer Fire Department or First Aid Squad
- Light mechanical experience
- Knowledge of inventory and supply chain
- Strong Computer skills
- New Jersey Driver's license required
- Able to lift 20lbs or more

Work Environment:

- Work is conducted inside and outside
- All types of weather
- Must be available nights and weekends if special events arise

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fRX4&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

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New Jersey Transit is an Equal Opportunity Employer

NJ Transit 2021 Summer Internship

Seeking Intelligence Section Intern

(On-Site unless COVID 19 requires otherwise)

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Objective of this role:

- Review sources of information for relevance to NJ Transit PD/ Intelligence Section's mission
- Assist police officers with video pulls and production of intelligence products including, but not limited to; Field intelligence reports, BOLO's, Compstat presentations, review of subject detail and indices check, when applicable, as well as open source and social media, information for individuals subject to criminal investigations
- Participate in off site experiences for situational awareness of section responsibilities

Skills and Qualifications:

- Working towards a degree in Criminal Justice, Homeland Security/Foreign Affairs, Political Science, Statistics (Junior or Graduate Student)
- Applicable coursework relevant to subject matter of NJ Transit Police Department and Intelligence Section, pursuant to desired majors. Prior work experience in any field is requested but, not required
- Prior law enforcement or homeland security/governmental internship experience is a plus
- Computer literacy is a must including knowledge of Microsoft Office products (Word, excel, access, outlook, teams) as well as general social media and open source research tools. Individuals chosen for this internship must be aware of sensitivity and confidential nature of law enforcement matters
- Other job responsibilities as required

When applying please complete the entire application; any incomplete applications will not be considered. Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?joblds=a295x000008guNy&page=CorporateDetailPage&sessionId=&JobSite=&p=Candidate&AppPage=Corporate

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NJ Transit 2022 Summer Internship

Police Support Services Intern - In Person (Police Department)

At NJ TRANSIT, we believe innovation starts with our customers. We are the third-largest transportation agency in North America and fully committed to delivering safe and reliable services that can get customers to their desired destinations on time. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking to hire talented students for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Will assist with supplying the Operations and support of the NJ TRANSIT Police Department. Maintenance and upkeep of Police fleet. Maintenance and upkeep of Police Support Services, Command Bus, Mini Command, Water Rescue, Generators and COOP Equipment.

Skills and Qualifications:

- Undergraduate (any year)
- Majoring in Criminal Justice/Supply Chain and Logistics
- Experience at Volunteer Fire Department or First Aid Squad
- Light mechanical experience
- Knowledge of inventory and supply chain
- Strong Computer skills
- New Jersey Driver's license required
- Able to lift 20lbs or more

Work Environment:

- Work is conducted inside and outside
- All types of weather
- Must be available nights and weekends if special events arise

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fRX4&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

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New Jersey Transit is an Equal Opportunity Employer

NJ TRANSIT 2022 Summer Internship Seeking Procurement & Support Services Purchasing Specialist Intern In-Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

- Solicits verbal and written quotations for the purchase of assigned commodities and services
- Effectively communicates with suppliers, purchasing staff, and other internal departments to develop and review requirements
- Complete and close out Purchase Order files
- Conduct market research and identify source of material/supplies
- Assist in the procurement relating to Requests for Quotes , Slipperier Request and Contract Assignments
- Participate in assignments to obtain departmental knowledge of NJ TRANSIT system, processes, and goals

Skills and Qualifications:

- Junior, Senior, or Graduate Student
- Majoring in Business Administration, Public Administration, Supply Chain, or related
- GPA of 3.0 or greater
- High level of customer service and initiative
- Computer proficiency in Microsoft Outlook, Excel, PowerPoint, and Word software
- Well organized and motivated to see the Procurement process through
- Communication and writing aptitude
- Excellent follow-up skills and organized
- Genuine passion for procurement supported by practical and strategic approach to daily operations

Working Environment:

- Working environment will be in the office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008gumk&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

NEW JERSEY TRANSIT is an Equal Opportunity Employer

NJ TRANSIT 2022 Summer Internship Seeking Rail/Infrastructure Engineering/Track -Intern- In Person

NJ Transit is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at a hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

The Intern will be part of the Track Engineering office. Will learn about Railroad Engineering (design, financing, inspecting, and planning). Will be heavily involved in the updating of the track standard drawings using CAD software (MicroStation). Assist other engineers with tasks related to design, financing, inspecting, and planning Railroad projects.

Skills and Qualifications:

- In Junior or Senior Year
- Courses or Experience with CAD Software
- Civil or Mechanical Engineering, Engineer-In-Training (EIT) Certification desired
- Must have very good computer skills
- Software skills includes Microsoft Office and CAD; (MicroStation)

Working Environment:

- In Office
- Outside Field work or Exposure to track equipment

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fint&page=CorporateDetailPage&sessionId=&JobSite=Central&p=Candidate&ApplPage=Corporate

New Jersey Transit is an Equal Opportunity Employer

NJ TRANSIT 2022 Summer Internship Seeking Rail Quality Assurance and Technical Services Intern- In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will assist with Audits, Inspections, Surveys, Technical Projects, and Documentation Control. Help to develop new procedures and revise existing ones for Maintenance of Equipment. Assist with the Development of Contract Specifications for Components.

Skills and Qualifications:

- Junior/Senior
- Majoring in Engineering (or related area)
- Good oral and written communication skills required
- Must have a good working knowledge of Windows programs Including MS Word, Excel, and Access

Working Environment:

- Office, Shop Areas, Rail Yard (Kearny NJ)
- Walking

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g8SR&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

New

Jersey Transit is an Equal Opportunity Employer

NJ TRANSIT 2022 Summer Internship Seeking (In- Person) Structural Engineering Intern for Infrastructures Engineering Department (Rail Operations)

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Structural Engineering for Infrastructure Engineering Rail Operations aiding in survey and structural repair work. Learning the major components for railroad bridge design and construction; involved in the updates of bridge inspection reports. Organizing and maintaining a file management system

Skills and Qualifications:

- Sophomore, Junior or Senior
- Engineering; Civil, Structural, Site, Survey, Geotechnical, Transportation. (**Not Electrical, Not Mechanical**) not limited solely to these majors
- Roadway and Highway design experience is acceptable
- Any railroad experience is highly desired
- Software skills includes Access, Excel, and CAD, specially, AutoCAD or MicroStation
- Good Organizational and time-management skills needed

Work Environment:

- In Office
- Some outside field worker exposure to physicals structures

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fRV3&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&AppPage=Corporate

NEW JERSEY TRANSIT is an Equal Opportunity Employer

NJ Transit 2022 Summer Internship Seeking Systems Support Group (SSG) Assistant IT(Operating)- Hybrid

NJ Transit is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

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Objective of this role:

Intern will assist Systems Support Group (SSG) with user support request (Hardware and Software) and create Crystal Reports using Version XI. Assist with Quality Assurance Process, setup/configure computer hardware; such as PC's and Printer. Documentation writing, UAT Software Testing, create user guides, and assist SSG with the new projects.

Skills and Qualifications:

- Junior or Senior
- Majoring in Technology, Information Systems, and Computer Science
- Not expecting any prior work experience but familiarity with IT concepts and clear understanding of courses taken to perform any job function is necessary
- Familiar with Windows OS (Win 10 and Server OS)
- Familiar with Relational Database concepts
- Familiar with SQL/Oracle database
- Excellent communication/writing skills
- Hardware experience
- Knowledge of QA process and knowledge of report writing software
- Customer Service skills
- Basic computer troubleshooting skills
- Must be a team player to work with multiple groups

Working Environment:

- In the office and remote
- Should be able to travel to Access Link locations throughout the state
- Willing to take up new tasks as they come in
- Able to carry typical computer peripherals

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g0Cb&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

New Jersey Transit is an Equal Opportunity Employer

NJ Transit 2022 HR Spring- Summer Internship (HYBRID)

Seeking ALL Human Resources or Psychology Majors

At NJ Transit, we believe innovation starts with our customers. We are the third-largest transportation agency in North America and fully committed to delivering safe and reliable services that can get customers to their desired destinations on time. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking to hire talented students for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several other business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

Objective of this role:

The intern would be exposed to all areas and functions of Strategic Staffing, however focusing mainly on the internship program. The intern will assist in the following:

- Play an essential role in assisting with the on-boarding process of 70+ summer interns. This will consist of virtual meetings with new/returning interns; tracking their progress from job offer to start /end date; checking accuracy of documents before sent to background; coordinate all necessary meet and greet events for new interns.
- Assist the unit with tracking of large volume of incoming intern resumes through applicant tracking system; Communicating with students to ensure completion of applications; reviewing over 2000 student resumes/applications to share with managers. These students were met at various virtual job fairs and virtual info sessions.
- Coordinating with new interns regarding all events Q&A, Welcome Week etc. to ensure the day runs smoothly.
- Coordinating all job fairs with event staff; updating calendars for all attendees.
- Completing all HRM1's for off boarding and salary increase for interns.
- Updating databases daily by use of excel, word, target recruit (i.e. college contacts, military contacts, DOL contacts, job fairs and students resume).

Skills and Qualifications:

Seeking Human Resources , Psychology or related major. The candidates must be well versed with Microsoft Excel, Outlook, PowerPoint and Word; strong data entry experience and familiar with career service platforms. Candidates must have strong communication and strong organization skills, good attention to detail and be able to multi-task. Must be enrolled in school Fall 2022.

- Must be able to make presentations to groups of 20-50 students
- Friendly, energetic, and ability to learn quickly.
- Must enjoy working face pace setting and meeting new people; extroverted with strong relationship-building skills
- Must be able to attend job fair after hours and offsite when needed and demonstrate strong Computer skills and tech savvy is a plus

THIS POSITION IS PART TIME IN SPRING 2021 AND FULL TIME IN SUMMER 2022

Location Maplewood NJ

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MUST ATTACH A RESUME FOR CONSIDERATION

To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fFk6&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&AppPage=Corporate

New Jersey Transit is an Equal Opportunity Employer

NJ Transit 2022 Summer Internship

Seeking Technical Specialist Intern/Technology Innovation – Remote

NJ Transit is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Technical specialist/Analyst working on proof of concept demonstrations of technology innovation projects with vendors. These include micro positioning, passenger WiFi, video analytics, Multi-modal transportation mobile apps, and other technologies. Work with operating groups to set up demonstration projects and test and evaluate the performance of the technologies for the intended applications. Intern will also support development of grant requests.

Skills and Qualifications:

- Junior/Senior/Graduate
- Bachelors/ Masters in Progress.
- Majoring in Computer Scienc,Electrical Engineering, Transportation Engineering
- Development experience 1 or more year(s).
- Troubleshooting
- Analytical with desire to learn
- Knowledge of web applications and technologies
- Cloud environments
- Desired experience in : C#, Phyton, Java, .Net core, vue.js, react.js, AWS

Working Environment:

- Virtual until further notice
- Light lifting on a PC maybe required

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g00Or&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

New Jersey Transit is an Equal Opportunity Employer

NJ TRANSIT 2022 Summer Internship Seeking Capital Programs- State of Good Repair Program (SGRP) - Intern - In-Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at a hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in a accredited degree program.

Objective of this role:

Assists SGRP Department, the SGRP Real Estate Senior Director, and Program Manager, with their day-to-day responsibilities and support staff in administration, review, and analysis of property records including legal real estate agreements as deeds, leases, licenses, operating agreements, maps, and title reports and documents to identify, extract and organize key terms for data entry and reconciles with real estate maps and survey and tax databases including records with county registrars. Assists staff to verify accuracy of data entered into the SGRP file databases through the input of data & and verifying NJ TRANSIT real estate data from internal and external research resources and tools such as County, State, Municipal, and real estate databases.

Skills and Qualifications:

- Sophomore, Junior, Senior or Graduate
- Real Estate, Finance or Business, with Real Estate Concentration
- Self-motivated and willing to learn
- Studying law
- Work experience in mortgage processing, title agency, financial institution, or work whose primary function is real estate research, title documentation, and/or legal matters
- Proficiency in the ability to analyze and interpret contract documents, and review and evaluate real estate records is also preferred
- Strong oral presentation and written skills with organizational skills are preferred as is a proficiency in Computer knowledge, including Microsoft Word, Excel, and Power Point, with Primavera suite of applications and knowledge
- Good oral and communicational skills
- Knowledge of scheduling software is beneficial

Working Environment:

- In Office
- Ability to make site visits and able to work in railroad environment

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fj3r&page=CorporateDetailPage&sessionId=&JobSite=Default&p=Candidate&ApplPage=Corporate

NEW JERSEY TRANSIT is an Equal Opportunity Employer

NJ Transit 2022 Summer Internship Seeking Desktop Support/Information Technology Digital Workspace Intern- In Person

NJ Transit is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Work on the IT Desktop Service Team and provides Technical support to NJ TRANSIT employees. Intern will provide support, over the phone, through email, remote connection, chat bot, and in-person. Assist with setup of wireless devices.

Skills and Qualifications:

- Freshman, Sophomore, Junior
- Majoring in Information Technology
- Computer software and hardware experience.
- Customer Service experience.
- Knowledge of Microsoft Office, experience using Outlook and Teams.
- Familiar with computer hardware.
- Experience with Wireless devices.

Working Environment:

- In Office (Headquarters in Newark)

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g0el&page=CorporateDetailPage&sessionId=&JobSite=Default;Central&p=Candidate&ApplPage=Corporate

New Jersey Transit is an Equal Opportunity Employer

NJ Transit 2022 Summer Internship Seeking Employee Engagement Intern- In Person

At NJ Transit, we believe innovation starts with our customers. We are the third-largest transportation agency in North America and fully committed to delivering safe and reliable services that can get customers to their desired destinations on time. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking to hire talented students for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns are steps away from the opportunity at hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

The Employee Engagement Intern would be responsible for assisting in Marketing and sales efforts in various day-to-day tasks within the department. This position assists in some administrative tasks, but an interested candidate should be willing to take a hands-on role in marketing and sales for the key summer initiatives in EE - Six Flags, Dorney Park ticketing and Employee Discounts as well as supporting The Transit Shoppe around the various facilities.

This will consist of face to face interactions with our "customers," the people who make up NJ TRANSIT. It will involve dealing with cash and inventory as sales is a function of the role. Also, this role will assist in organizing products/storage and in shipping, which may require some lifting.

Skills and Qualifications:

- Marketing or Business Degree preferred; Junior and/or Senior
- Customer Service experience a plus
- Current college student having been previously enrolled in semester directly prior to internship
- Previous Retail experience a plus
- Good communication/customer service skills,
- Takes direction well
- Organizing of stock (park tickets or merchandise),
- Some lifting of products to set up pop up shop,
- Previous money management and inventory/retail experience a plus
- Driver's license is a must for operating fleet vehicles when necessary
- Ability to lift 20 pounds when necessary for product storage needs and transportation

Working Environment:

- Position will not be stationed at a single type of facility, but rather visit both administrative buildings and also facilities around the system to promote and support our summer Employee Engagement activations.

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

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New Jersey Transit is an Equal Opportunity Employer

NJ TRANSIT 2022 Summer Internship
Seeking Capital Planning/Environment, Energy, & Sustainability (EE&S)
Intern - Hybrid

Valid State Issued Driver's License MUST be in Good Standing

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

EE&S supports NJ TRANSIT's operations and capital projects system-wide, providing expertise in the following fields: Engineering, Environmental Science, Energy, Geology, Chemistry, and Project Management.

The EE&S team consists of professionals who specialize in the following areas: Site Remediation, Wastewater/Storm water/Air Permitting and Compliance, Historic Preservation, RCRA Classified Waste Disposal, Underground Storage Tank (UST) Regulatory Compliance, Lead and Asbestos Abatement and Energy & Sustainability Programs.

The intern will have the opportunity gain experience in each of these specialties and obtain insight into the Engineering and Environmental fields within the Public sector. Responsibilities will include:

- Supporting Wastewater Sampling/Reporting Tasks
- Supporting Project oversight of various field assignments (Wastewater System Maintenance, 3rd Party Sampling events, UST Replacements, etc.)
- Supporting document control and Archiving
- Performing "as-directed" tasks

Skills and Qualifications:

- Sophomore, Junior preferred
- Majoring in Environmental Science, Engineering, Sustainability
- At least 1 year of college education
- Currently matriculated in a US Department of Education accredited College or University
- Able to work legally in the USA, NJ State Resident preferred
- Valid State Issued Driver's License in good standing
- Experience with Microsoft Office Suite Applications

- Ability to function in the field with minimal supervision
- Ability to Perform/Troubleshooting Techniques
- Good Communication, Writing, Critical Thinking, Computer and Organizational skills
- Knowledge in Engineering/Environmental Studies/Geology/Sustainability
- Ability to Read CAD/Drafting Drawings
- Ability to Perform/Troubleshooting Techniques
- Calibration of Field Instruments* (TRAINING WILL BE PROVIDED)
- Ability to Perform Field Tasks in Addition to Office Work

Working Environment:

- Ability to work outside in all-weather conditions (i.e. rain, snow, heat, etc.)
- Ability to lift/carry anything up to 65lbs
- Ability to walk and/or stand for long periods of time
- Ability to walk on uneven surfaces (i.e. rail ballast)
- In Office and various field locations

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fJeD&page=CorporateDetailPage&sessionId=&JobSite=Default;Central&p=Candidate&ApplPage=Corporate

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NJ TRANSIT 2022 Summer Internship
Seeking Capital Planning/Environment, Energy, & Sustainability (EE&S)
Intern - Hybrid

Valid State Issued Driver's License MUST be in Good Standing

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The EE&S team consists of professionals who specialize in the following areas: Site Remediation, Wastewater/Storm water/Air Permitting and Compliance, Historic Preservation, RCRA Classified Waste Disposal, Underground Storage Tank (UST) Regulatory Compliance, Lead and Asbestos Abatement and Energy & Sustainability Programs.

The intern will have the opportunity gain experience in each of these specialties and obtain insight into the Engineering and Environmental fields within the Public sector. Responsibilities will include:

- Supporting Wastewater Sampling/Reporting Tasks
- Supporting Project oversight of various field assignments (Wastewater System Maintenance, 3rd Party Sampling events, UST Replacements, etc.)
- Supporting document control and Archiving
- Performing "as-directed" tasks

Skills and Qualifications:

- Sophomore, Junior preferred
- Majoring in Environmental Science, Engineering, Sustainability
- At least 1 year of college education
- Currently matriculated in a US Department of Education accredited College or University
- Able to work legally in the USA, NJ State Resident preferred
- Valid State Issued Driver's License in good standing
- Experience with Microsoft Office Suite Applications

- Ability to function in the field with minimal supervision
- Ability to Perform/Troubleshooting Techniques
- Good Communication, Writing, Critical Thinking, Computer and Organizational skills
- Knowledge in Engineering/Environmental Studies/Geology/Sustainability
- Ability to Read CAD/Drafting Drawings
- Ability to Perform/Troubleshooting Techniques
- Calibration of Field Instruments* (TRAINING WILL BE PROVIDED)
- Ability to Perform Field Tasks in Addition to Office Work

Working Environment:

- Ability to work outside in all-weather conditions (i.e. rain, snow, heat, etc.)
- Ability to lift/carry anything up to 65lbs
- Ability to walk and/or stand for long periods of time
- Ability to walk on uneven surfaces (i.e. rail ballast)
- In Office and various field locations

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008fJeD&page=CorporateDetailPage&sessionId=&JobSite=Default;Central&p=Candidate&ApplPage=Corporate

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NJ TRANSIT 2022 Summer Internship Seeking NOC Level 1 Support Engineer Intern- In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will demonstrate the understanding of NJ TRANSIT Corporate Network including Core and Branch Network including Applications. Monitoring tools such as RTS, SolarWinds, and act as First Point of Contact for all incidents. Understanding of standard operating procedures (SOP), work instructions (WI) and Documentation for Network Operations Center (NOC). Intern must be a strong team player who is accountable towards business urgency, work in shifts to provide onsite 24x7 coverage of NJ TRANSIT, and network; Analyze and Report Network alerts generated by the monitoring tools.

Skills and Qualifications:

- Junior or Senior
- Majoring in Computer science
- Knowledge with various monitoring tools and ability to perform basic troubleshooting of existing network equipment including CISCO and AVAYA
- Excellent verbal and written communication skills
- Self-starter required to work with little or no direction
- Ability to handle multiple tasks and responsibilities
- Ability to follow through and bring closure to all incidents.
- Ability to maintain professional demeanor under pressure like conditions
- Relevant experience in NOC/production support environment

Working Environment:

- In the office

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Project Management/IT- PMO Intern- Remote

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

This internship will provide the opportunity to learn about Project Management and Information Technology. You will work on projects that will give you hands-on experience with IT tools, Project Governance and Project Management Methodology. This opportunity will allow you to sharpen your communication and problem-solving skills in the real-world environment.

Skills and Qualifications:

- Sophomore, Junior, Senior undergrads, or Graduate
- Majoring in Business Administration/Management, Marketing , Information Technology
- Motivated and proactive
- Collaborate with team members, actively participate in discussions, decisions and all project activity
- Work as part of a team and as an individual
- Eager to learn and able to take ownership of tasks quickly and reliably
- Support project managers in managing schedules and milestones
- Ensuring weekly project statuses are received
- Provide project management support
- Assist PMO and PMs in governance of IT Portfolio
- Assist with meeting recaps, next steps and project timing
- Schedule and attend team meetings
- Strong interpersonal, communications, and time management skills
- Excited to work in a fast-paced and challenging environment
- Strong knowledge of Microsoft Office Suite
- Excel
- Word
- PowerPoint
- Outlook

Working Environment:

- In the office
- Working on computers

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Training Coordinator/Rail Operations/Rail Training Department Intern - Hybrid

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will be responsible for coordinating with Director & Manager of Instructional Design & Development to assist with research, assessments, evaluation, and redesign of rail training programs. Partner with Director & Manager to schedule assessment interviews, including taking minutes, and organizing communication to all stakeholders. Partner with CFR Compliance Specialist to learn about FRA requirements related to training programs. Support Director & Manager to maintain detailed records of all meetings, coordinating curriculum updates and changes.

Skills and Qualifications:

- Junior/Senior in College or Vocational School
- Majoring in Liberal Arts, Business Administration,
- Working towards Degree in Instructional Design, Training & Development, Human Resources, or related area from a US Department of Education accredited college or university
- Ability to demonstrate subject matter expertise in business administration knowledge.
- Strong written and verbal skills required
- Experience using Microsoft Office Tools (i.e. Microsoft Word, Teams, Access, Excel, and PowerPoint) preferred
- Ability to follow both verbal/written instructions from supervisory staff and other duties as directed

Working Environment:

- Training environment includes Hybrid work [working remotely, in an office environment (evaluating classroom training), and in the field (inside a locomotive/cab car) as needed]
- Able to commit to some shift flexibility
- Easily accessible by phone or email
- Able to travel to various locations, i.e. Ferry St, MMC, etc.
- PPE may be required
- Intern should be able to climb up and into locomotive cab car as needed

- Safely cross rails at the guidance of supervising staff

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship

Seeking Service Desk Support/Information Technology Digital Workspace Intern- In Person

NJ Transit is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ Transit, you will oversee projects from concepts to completion. Our interns step away from the regular sitting at the desk to having the opportunity at hands-on experience with several business units within NJ Transit. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Work on the IT Desktop Service Team and provides Technical support to NJ TRANSIT employees. Intern will provide support, over the phone, through email, remote connection, chat bot, and in-person. Assist with setup of wireless devices.

Skills and Qualifications:

- Freshman, Sophomore, Junior
- Majoring in Information Technology
- Computer software and hardware experience.
- Customer Service experience.
- Knowledge of Microsoft Office, experience using Outlook and Teams.
- Familiar with computer hardware.
- Experience with Wireless devices.

Working Environment:

- In Office (Headquarters in Newark)

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

To apply click here:

https://njtransit.secure.force.com/FCMS_CMSLayout?jobIds=a295x000008g18T&page=CorporateDetailPage&sessionId=&JobSite=Default;Central&p=Candidate&ApplPage=Corporate

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NJ TRANSIT 2022 State of Good Repair Team Project Capital Programs Summer Internship Seeking In-Person Intern

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at a hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

Assistant Program Manager with their day-to-day responsibilities in managing design, construction and project management of the State of Good Repair Projects for NJ TRANSIT facilities and other responsibilities as assigned. Attend meetings in the office and in the field, participate in field visits, review invoices, design/construction documents, prepare reports, presentations, coordination with various stakeholders etc.

Skills and Qualifications:

- Sophomore, Junior, Senior or Graduate
- Civil, Architectural, Mechanical, Electrical
- Engineering Education background in any of the above listed disciplines, organizational, self-motivated and willing to learn
- Computer knowledge including Microsoft Word, Excel, PowerPoint
- Good oral and communicational skills
- Knowledge of scheduling software is beneficial

Working Environment:

- In office
- Ability to make site visits and able to work in railroad environment

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Planning Summer Internship - Intern - In Person

NJ TRANSIT is the third-largest transportation agency in North America and fully committed to delivering safe and reliable services. This tactic has driven our success in developing real-world solutions that affect many individuals lives every day. We are looking for talented students to hire for our Summer Internship Program who can help initiate our solution-based business model to the next level. As an intern at NJ TRANSIT, you will oversee projects from concepts to completion. Our interns are steps away from having the opportunity at a hands-on experience with several business units within NJ TRANSIT. Our ideal candidate is passionate about learning and using creative solutions to make an impact on the lives of others every day.

The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enroll in an accredited degree program.

Objective of this role:

The Planning department is looking to hire an intern within the Trans-Hudson and Intermodal Planning team. Intern will assist representative in planning involved in Gateway Program support, Trans-Hudson alternatives development, bus design, research of best practices, station and intermodal planning, transit-oriented design, or bicycle studies and other support for active projects. Intern may be asked to assist with customer surveys, examination and documentation of existing conditions at stations and rail or bus facilities and other short-term needs of NJ TRANSIT and the Planning Department.

Skills and Qualifications:

- Graduate (any year) or Undergraduate (rising Junior or Senior)
- Majoring In Urban Studies or Planning, History, Political Science, Economics, Engineering, Real Estate Development, Transportation or related programs
- Be able to work independently and stay organized to meet tight deadlines
- Prioritize among competing needs and opportunities and manage multiple tasks simultaneously
- Excellent writing skills and be proficient in Microsoft Word, Excel and PowerPoint
- Strong analytical, interpersonal, oral communication and presentation skills
- Comfortable working in a team environment adapts well to changing priorities and circumstances
- Collaborate effectively with internal and external stakeholder

Working Environment:

- In-office (One Penn, Newark)
- Site visits to stations and NJ TRANSIT facilities, some of which may not be fully accessible.

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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NJ TRANSIT 2022 Summer Internship Seeking Technical Specialist Intern- Hybrid

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The Annual NJ TRANSIT Summer Internship Program is a 10-Week paid program geared towards college students enrolled in an accredited degree program.

Objective of this role:

Intern will assist as Technical Specialist/Analyst working on via projects relating to digital signage for all mode of transit and analyzing data to improve data integrity of NJ TRANSIT customers. Passcomm is a group within IT that installs, maintain, upgrade and innovate communication mediums between NJ TRANSIT operations and both internal/external customers. This is done via mobile/web technologies, digital signage and PA systems. Support, maintenance and development will be required for these systems

Skills and Qualifications:

- Junior or Senior
- Bachelors and Masters In Progress
- Majoring in Computer Science, Software Engineering ,and Information Technology
- Development experience 1 or more year(s)
- IT systems
- Troubleshooting
- Analytical with desire to learn
- Knowledge of web applications and technologies
- Cloud environments
- Desired experience in : C#, Phyton, Java, .Net core, vue.js, react.js, AWS

Working Environment:

- Virtual until further notice
- Light lifting on a PC maybe required

When applying please complete the entire application; any incomplete applications will not be considered.

Also, please upload your resume and cover letter to be considered when applying.

Hourly Rate: \$12-\$22

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