



SUMMER INTERNSHIP PROGRAM 2013
BIC-002 – Investigation Unit

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Agency Description:

The mission of BIC is to eliminate organized crime and other forms of corruption and criminality from the industries it regulates. BIC's goals are numerous: to ensure that the regulated businesses are able to compete fairly; marketplaces remain free from violence, fraud, rackets, and threats; make sure that customers receive fair treatment; and that businesses, which are allowed to operate in these industries, always conduct their affairs with honesty and integrity.

Unit Description:

BIC's Investigations Unit conducts regulatory and criminal investigations in the markets and trade waste industries.

Position Title:

Investigations Unit Intern

Internship Responsibilities:

The intern will assist investigators by preparing written reports, conduct background work, and document findings. Investigators carry out field assignments to conduct surveillance and surveys. The intern will be given the opportunity to assist on these assignments on an as-needed basis.

Qualifications/Special Skills:

- Excellent analytical skills.
- Excellent written, oral, and interpersonal skills.
- High proficiency with Microsoft Office, particularly Word and Excel.
- Must be responsible, flexible, and hardworking.

To participate in BIC's summer internship opportunities, graduate students must be currently enrolled or accepted into a graduate program and undergraduate students must be enrolled in college or university.

Work Schedule:

20-25 hrs a week

Salary Range:

All internships are unpaid

To Apply:

Submit resume and cover letter indicating BIC-002- Investigations Intern to:
hresources@bic.nyc.gov

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is an Equal Opportunity Employer.**