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**SUMMER INTERNSHIP PROGRAM 2014**  
**BIC-002 – Investigation Unit**

**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:**

The BIC's investigative 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.

**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](mailto:hresources@bic.nyc.gov).

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