

2022 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME

NYC DEPARTMENT OF SANITATION (DSNY)

DIVISION

Bureau of Recycling and Sustainability

ADDRESS1 44 Beaver Street

ADDRESS2 New York, NY 10004

CONTACT NAME Natasha McCray

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PHONE (212) 437-4602

FAX

AGENCY DESCRIPTION (Max characters 3000)

The NYC Department of Sanitation is the world's largest sanitation department. DSNY collects more than 10,500 tons of residential and institutional garbage and 1,760 tons of the recyclables each day. While efficiently managing solid waste and clearing litter or snow from 6,300 miles of streets, the Department is also a leader in environmentalism committing to sending zero waste to landfills.

UNIT DESCRIPTION (Max characters 1000)

Policy and Planning Unit (P&P) researches and examines industry best practices to streamline Agency processes and create effective policies. Also serves as liaison on local and state policy development related to zero waste and extended producer responsibility.

POSITION TITLE (Max characters 100)

Policy and Planning Research Intern

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

Under the supervision of BRS staff, the graduate intern will support the designing, testing, and promulgation of metrics based reporting systems, including data visuals and tabular information. In addition, the intern will assist in the design, development, implementation, and analysis of research studies conducted by the unit or other Bureaus within the Department. The intern will also support the unit in conducting policy analysis and reporting.

QUALIFICATIONS/SPECIAL SKILLS/AREA OF STUDY (Max characters 1500)

Candidate must be currently enrolled in a graduate degree program at an accredited college, university or law school.

Preferred Skills include proficiency in use of Python, R, SQL, PowerBI, ArcGIS, Salesforce, AWS, MongoDB, OracleDB, Microsoft Access, MS Office Suite, Word, Excel, Access, and PowerPoint; policy research and reporting; data visualization and analysis particularly of large demographic datasets; understanding of the local, state, and federal legislative and policy development processes; and strong administrative, organizational, interpersonal, and writing skills.

APPLICATION PROCESS (Max characters 700)

Email resume and brief cover letter indicating the title of the position to Natasha McCray nmccray@dsny.nyc.gov

Only those applicants under consideration will be contacted.

If contacted for an interview, candidates must present enrollment verification statement from their school, attesting that they are enrolled in an accredited degree program, or be a recent graduate (Winter/Spring term of the Program year).

SALARY RANGE

Min \$15.93 to Max \$24.73 per hour

Internship may be used to fulfill college credit requirement

ADDITIONAL INFORMATION / COMMENTS (Max characters 700)

As of August 2, 2021, all new hires must be vaccinated against the COVID-19 virus, unless they have been granted a reasonable accommodation for religion or disability. If you are offered city employment, this requirement must be met by your date of hire, unless a reasonable accommodation for exemption is received and approved by the hiring agency.

<https://www1.nyc.gov/site/dcas/employment/internship-opportunities.page>