2022 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME

FIRE DEPARTMENT OF NEW YORK CITY

DIVISION

Bureau of Technology Development and Systems

ADDRESS1   9 MetroTech Center, 6th Floor

ADDRESS2   Brooklyn, NY 11201

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FAX

AGENCY DESCRIPTION (Max characters 3000)

The Fire Department of the City of New York (FDNY) is the largest Fire Department in the United States and universally is recognized as the world's busiest and most highly skilled emergency response agency. The Department's main goal is to provide fire protection, emergency medical care, and other critical public safety services to residents and visitors in the five boroughs. FDNY not only responds to more than a million emergencies every year, its personnel also strive to prevent them by continually educating the public in fire, life safety and disaster preparedness, along with enforcing public safety codes. Since its inception in 1865, FDNY has helped lead efforts to make New York the safest big city in the nation.

UNIT DESCRIPTION (Max characters 1000)

POSITION TITLE (Max characters 100)

Desktop Support Intern

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

Maintain, troubleshoot and repair laptop computer hardware equipment. Configure, install and maintain Windows 10 Laptops for the agency. Install and update required Microsoft updates, patches and Anti-Virus Data files Create base images of PC's after all updates are performed using Ghost Software

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

Knowledge of laptop hardware (SSD & standard hard drives), computer memory, etc. Knowledge of windows operating systems to install, configure and troubleshoot

APPLICATION PROCESS (Max characters 700)

All applicants must visit the NYC Careers website at www.nyc.gov/careers and search for Job ID#528432. **Internship position FDNY-007 must also be indicated on the cover letter and resume.**

SALARY RANGE

$ 15.90 - 24.73 Per Hour $ 557.53 - 865.47 Per Week

☐ **Internship may be used to fulfill college credit requirement**

ADDITIONAL INFORMATION / COMMENTS (Max characters 700)

On **Wednesday October 20, 2021**, Mayor Bill de Blasio announced a COVID-19 vaccination mandate for all City workers. As such, in order to move forward with a conditional offer of employment, you will be required to provide proof of at least one dose of an approved COVID-19 vaccine. If you have been vaccinated, you may submit your proof of vaccination to the HRCS.processing@fdny.nyc.gov . If you receive a two (2) dosage COVID-19 vaccine, proof of second dosage is required 45 days from the date of the first dose.
Contact information for inquiries only.

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