



Shari C. Hyman
Commissioner and Chair

Darlene Martinez
Director of Human Resources

100 Church Street
20th Floor
New York, NY 10007

+1 212 676 6219 tel
+1 212 676 2846 fax
www.nyc.gov/bic

SUMMER INTERNSHIP PROGRAM 2014 BIC-007 – Audit Unit

Agency Description:

The mission of the City of New York Business Integrity Commission (“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 Investigative Audit Unit performs forensic analysis and investigative audits regarding financial frauds and corrupt activities committed by BIC licensees and registrants.

Position Title:

Audit Intern

Internship Responsibilities:

The candidate for this internship will assist in ongoing investigations, review and analyze financial statements, customer registers, and financial documents.

Qualifications/Special Skills/Area of Study:

- 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-007- Audit Intern to:
hresources@bic.nyc.gov.

The City of New York is an Equal Opportunity Employer