

2016 NYC SUMMER INTERNSHIP PROGRAM

AGENCY NAME

DEPARTMENT OF INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS

DIVISION

Application & Development Management Division - Web & New Media Operations Unit

ADDRESS1 2 MetroTech, 4th Floor

ADDRESS2 Brooklyn, NY

CONTACT NAME DoITT Internships

E-MAIL Doitt.Internships@doitt.nyc.gov

PHONE

FAX

AGENCY DESCRIPTION (Max characters 3000)

The New York City Department of Information Technology & Telecommunications (DoITT) provides for the sustained, efficient, and effective delivery of IT services, infrastructure, and telecommunications to enhance service delivery to the City's residents, businesses, employees, and visitors. As the City's technology leader we are responsible for maintaining the core IT infrastructure and systems that touch every aspect of city life --from public safety to human services, from education to economic development --crossing the full spectrum of governmental operations.

UNIT DESCRIPTION (Max characters 1000)

The Web & New Media Operations Unit is responsible for managing and maintaining NYC.gov, New York City's official website, and working with agencies to design, build, and as needed update agency websites on NYC.gov. This unit is also responsible for managing and maintaining the City's intranet.

POSITION TITLE (Max characters 100)

Front-End Developer Intern

INTERNSHIP RESPONSIBILITIES (Max characters 1500)

The intern's primary responsibility will be to assist the production group with update/change requests for NYC.gov, agency websites, and CityShare, the City of New York's intranet. This may include editing page content, creating new pages, add graphics to pages, uploading files, linking files, as well as the use of HTML, CSS, Javascript, and Photoshop.

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

Candidates for the summer internship should be undergraduate students enrolled in a college or university. Consideration will be given to candidates with an interest in and prior experience in or familiarity with web technologies such as HTML, CSS, and Javascript.

Desired skills: Detail-oriented and organized. Familiarity with HTML, CSS and Javascript. Familiarity with the Adobe Suite.

APPLICATION PROCESS (Max characters 700)

Please e-mail resume indicating the JVN number (JVN# DOITT- 006-Front-End Developer Intern) on the subject line

to Doitt.Internships@doitt.nyc.gov

SALARY RANGE

\$10.00 per hour

Internship may be used to fulfill college credit requirement

ADDITIONAL INFORMATION / COMMENTS (Max characters 700)

Internship begins in early June and will last 13 weeks. If selected, candidate must provide a transcript or enrollment verification statement from their school attesting that s/he is accepted to or enrolled in an accredited degree program.

nyc.gov/dcassip
