

## *Current Job Posting*



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Click on "PAID INTERNSHIPS"

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**\*NEW\***

## MEDIA DEVELOPMENT INTERN

*Location: Harrisburg*

Engagement Type: Contract

Short Description:

Web, Multimedia, Graphics, e-Learning, Marketing, e-Marketing, Creative Services, Production, Post - Production

Complete Description:

As Central PA's leading producer of creative communication solutions using video/film, web, multimedia, e-Learning and live events. For over a decade this company has been providing students the opportunity to gain experience in all aspects of media creation. Their interns are right in the middle of the action getting "hands-on" experience working in a professional environment. We offer internships year round. During the summer months, we typically give preference to full time interns as they are able to complete a more in depth non-profit project. What project? One of the key components of our internship program in our non-profit intern project. Our interns select a project based upon the requests submitted by area agencies for communications solutions. The interns work directly with the client to create a world class production.

What to expect:

- Being in the middle of the action getting hands-on experience
- Serving on the front lines with our own staff on shoots, in the edit room, at the workstation, anywhere creativity happens
- Getting the nuts and bolts of what it's like to work for a top-flight media production company
- Understanding what it takes to be a member of a creative team delivering quality work to a satisfied customer

Creative Services, Marketing, e-Marketing, e-Learning – Communications, Writing, Public Relations

Production, Post-Production – Shooting, gripping, videography, editing, motion graphics

Graphics, Multimedia, Web – Design, Development, Web design, Web development

**Required / Desired Skills**

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Marketing	Nice to have	
Public Relations	Nice to have	
Writing	Nice to have	
Production experience	Nice to have	
Post-production experience	Nice to have	
Graphic Design/Development	Nice to have	
Web Designs/Development	Nice to have	

**\*NEW\***

## TECHNICAL WRITER

*Location: Camp Hill*

Engagement Type:

Contract

Short Description:

Technical Writer develops & maintains user & technical documentation and project process documentation for Application Teams. TW understands the user's view of applications and /or technology and is able to put procedures in a logical sequence.

Complete Description:

Role Description: Develop the following eGrants documentation:

Grant Workshop Training Materials

Internal Staff Training Materials - eGrants

Internal Staff Training Materials - Business Process

Internal Staff Training Materials - Customer Service Center

Revised Internal Materials

Help Files (on-line and FAQ's)

Revised Help Files

System Documentation

### Required / Desired Skills



<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Word (v 2002 or higher)	Required	4 Years
Visio	Desired	1 Years
Visual Studio (able to work with graphics)	Desired	1 Years
Able to read C# or VB Code (.Net)	Nice to have	2 Years
Ability to understand technology from a users	Required	

perspective

Ability to interface with technical staff to define system functionality

Required

# SALES/MARKETING INTERN

*Location: H-Burg/Williamsport*

Engagement Type: Contract

Short Description:  
Sales/Marketing Representatives

Complete Description:  
A company is looking for students strong in sales and marketing in Williamsport or Harrisburg.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Marketing/Business Degree	Required	

Global Candidate Requirements

# NETWORKING TECH

*Location: Williamsport*

Engagement Type:

Contract

Short Description:  
Networking Tech

Complete Description:

This position demands a strong background in local and wide area networking technologies, small business systems, and applications, troubleshooting computer and network problems. Cisco and Microsoft certifications show education but experience is a priority. You must get the job done with minimal direction and provide the highest quality of service to clients. Successful applicants must have a solid understanding of Microsoft Operating Systems, TCP/IP and LAN/WAN connectivity.

- Monitors and proactively supports system/application capacity planning and analysis
- Creates and maintains comprehensive documentation for defined applications
- Provides ownership and accountability for incidents related to defined applications
- Troubleshoots, analyzes, resolves and documents reported incidents
- Plans and implements systems to benefit our clients
- Balance multiple projects and clients simultaneously
- Provides effective onsite, phone, and remote support to complete tasks

# Weekend Help Desk Positions

## Location: Harrisburg Area

Engagement Type: Contract

Short Description:  
Weekend Help Desk

**Complete Description:**

This help desk professional will be responsible for hardware and software troubleshooting and resolution support in a level 1 help desk role. They will be responsible for telephone support to end users on a variety of mainframe, mid-tier, and Microsoft issues--identifying, researching, and resolving technical hardware and software problems without need for second-level intervention.

Candidates must have experience with hardware and software troubleshooting problems related to desktop computers, print servers, printers, PDAs, video teleconference systems and peripherals (zip drives, external drives, scanners, etc.)

Candidates must have experience working with a help desk ticketing system (Remedy preferred), and must have experience with remote assistance in the help desk role.

Candidates must be able to pass a government-issued background check. If a candidate has a current active security clearance we will be able to start them immediately!

### Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Microsoft Windows 2000/2003/XP	Required	
Outlook 2000/2003	Required	
Microsoft Exchange 5.5/2000/2003	Required	
Office 2000/2003/XP	Required	
Microsoft's Active Directory	Required	
All aspects of NT Security	Required	

# Web 2.0 Programmer

*Location: Mechanicsburg*

Engagement Type: Contract

Short Description:  
Web 2.0 Programmer

Complete Description:  
Software developer would be responsible for the successful design, implementation, and testing of a web interface. Developer would use front end web-development technologies, such as HTML, CSS, JavaScript to build innovative Web 2.0 interfaces for a web-based software solution. Developer would work with development team, testing team, product management, and project management to ensure that all deliverables are managed within time, scope, and budget. Developer would also participate in testing and documentation phases of the project.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
HTML	Required	
CSS	Required	
JavaScript	Required	
Flash	Nice to have	

Global Candidate Requirements

# IT Security Assistant

*Location: Harrisburg*

## Complete Description:

### IT Security Administration Interns

These interns work with our IT Security Administration team to provision, modify and de-provision user access on Web Access Manager systems. They provide limited customer support for problem tickets. In addition, interns may participate in a variety of IT Security projects as their interest and time permits.

For this Internship, a Computer Science or closely related major is preferred. Interns should be starting their junior or senior year although exceptional freshmen and sophomores are encouraged to apply. Interns should be familiar with Microsoft Active Directory and should have some customer service experience.

## Responsibilities:

1. Assist IT Security Admin team with provisioning user access.
2. Research and resolve trouble tickets reported by users.
3. Participate in various IT Security projects.
4. Assist with gathering information for internal and external security audits.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Entering Junior/Senior Year	Required	
Computer Science/Management Information Systems	Required	
Proficiency utilizing Microsoft Office tools within a Microsoft Windows env	Required	
Understanding of relational databases like Oracle	Highly desired	
Basic knowledge of testing and testing methodology	Required	
Basic understanding of Unix operating system	Nice to have	

# Web Tech

*Location: Harrisburg*

Engagement Type: Contract

**Short Description:**

The Web Support Intern will assist in the conversion of the company Web site, affiliate Web sites, and a county template Web site from the current DSF platform to Microsoft SharePoint.

**Complete Description:**

This work will include attending and assisting in coordination of project meetings, web template design/development work, conversion tasks, and assisting with gathering business requirements from end users. The Web Support Intern will also provide related project administrative support to the Technology Programs Administrator and the Executive Director for Technology Services.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Junior/Senior Website Programming Skills	Required	

# Chemistry Lab Technician

*Location: York*

## Complete Description:

This individual will become part of a small team of researchers working to develop new analytical techniques for lubricants. This company has recently invented a new technology to analyze small quantities of grease, and is further developing this capability for commercialization. The technician will be focused on this R&D work, developing testing capabilities for phosphate ester fluids, and streamlining the use of an automatic titrator for acid neutralization testing of oils.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Chemistry Experience	Required	
Laboratory Experience	Required	
Computer Experience	Required	
Instrumentation Experience	Required	
Computer/Instrumentation Interface	Nice to have	

# Software Engineer

*Location: Travel*

**Short Description:**

This job seeks one or two software engineers who are knowledgeable in mechanical engineering.  
(TRAVEL INVOLVED)

**Complete Description:**

Commissioning of intelligent building technologies, including energy management and building automation systems. Work entails downloading building controllers with programs and testing the systems in the field via a defined commissioning process. Working with the project technician and/or senior project manager, interns will debug installations and make necessary adjustments to ensure that the system is operating in compliance with the customer's expectations. Some daily travel is required as these projects are located within a 2 hour radius of our office in Lebanon, PA.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Current Colleg Student	Required	
Software Engineering	Required	
Mechanical Engineering	Nice to have	

# Mechanical Engineer

*Location: Palmyra*

**Short Description:**  
Generate well rounded engineering sound quotes and therefore necessitate a strong writing aptitude and excellent communication skills.

**Complete Description:**  
Applicant must be able to work in conjunction with a territory manager to correctly select, size, and price agitation equipment for customers. This main function requires understanding of both design issues and fluid dynamic concerns. The outcome of this daily objective is to generate well rounded engineering sound quotes and therefore necessitate a strong writing aptitude and excellent communication skills.

<b>Required / Desired Skills</b>		
<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Enrolled in B.S. Mechanical Engineering	Required	
MS Words Suite	Required	
CAD	Required	
CRM	Highly desired	

# Electronics Intern

*Location: Middletown*

Engagement Type: Contract

**Short Description:**

- All stages of cable assembly and various testing.
- Ability to perform metric measurements and calibrations.
- Ability to use hand solder equipment for solder cup soldering.

**Complete Description:**

Interns will gain real-world experience in the electronics field working as a team with skilled cable assemblers on various day-to-day manufacturing requirements.

Candidate must be able to work 40 hours per week.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Seeking Electronics Degree	Desired	1 Years
Basic Electronics Knowledge	Required	1 Years
Solder and Assembly Skills	Highly desired	1 Years
General Computer Knowledge	Required	1 Years

Global Candidate Requirements

# .NET/ASP Programmer

*Location: Harrisburg*

Engagement Type: Contract

**Short Description:**

We are looking for students with knowledge of .Net or ASP.

**Complete Description:**

The prospective intern will be assigned to a project in team atmosphere. The student will work with a mentor who will offer assistance and guidance throughout the internship. He or she would be given assignments varying from programming to quality assurance to research. He or she will be tasked with completing their own assignments which will require the intern to work with minimal supervision.

## Required / Desired Skills

<b>Skill</b>	<b>Required / Desired</b>	<b>Amount of Experience</b>
Seeking IT-related degree	Required	
Graduating in Winter 2008 or Spring 2009	Required	
Minimum GPA of 3.0	Required	
Microsoft Word and Excel	Highly desired	
SQL courses	Highly desired	
.Net courses and/or .net work experience	Required	
ASP	Highly desired	
Prior work experience in any field	Required	