

Looking for a Summer Internship?

The Business Systems Directorate (BSD) at the Pacific Northwest National Laboratory (PNNL) is looking for summer interns with a background in accounting, finance, contract management, or general business. Each of these positions are paid and consists of one or more rotational assignments in the Financial Operations, Contracts or Business Office functions.

Each successful candidate will be involved in a 13 week summer internship program with an opportunity to present in front of BSD management and staff. Interns will be introduced and trained on multiple computer programs and various business systems throughout the summer.

How to Apply

A PNNL application must be on file before an interview is granted. Interested parties must apply online at <http://www.jobs.pnnl.gov/> under job ID# 306016 and 306017 (Undergraduate position), and/or job ID# 306057 (Masters/Graduate position) **before January 31, 2017.**

PNNL is an EEO/AA employer and values diversity in the workplace. F/M/D/V are encouraged to apply.

Note: Application status will indicate “route” until interviews are granted. Interviews will not be granted until after January 31, 2017.



2016 Summer Interns

Roles & Activities

Generally, successful candidate(s) will assist staff in any number of the following areas:

- Varied functions including troubleshooting one-of-a-kind problems, administration, research, and financial or data analysis
- Assistance in tracking costs, budgets, and program funds by reviewing key data sources and interacting with staff on a regular basis
- Development, coordination and presentation of financial forecasts and budgets
- Supporting day-to-day operations in accounting and budgeting
- Cash and/or general ledger reconciliations and problem analysis/resolution
- Proposal pricing
- Preparation of financial reports for internal and external customers
- Identifying process improvements that enable more effective and efficient business operations

About PNNL

PNNL (www.pnnl.gov) is located in Richland on the sunny eastern side of Washington State. We are one of the U.S. Department of Energy's (DOE's) 17 national laboratories, proudly operated by Battelle for the DOE's Office of Science. PNNL transforms the world through courageous discovery and innovation by performing nationally important research and development. The capability of our people is our most important competitive differentiator. We attract and invest in the best, enable them to excel, and create outstanding teams to solve important problems.

To learn more about what PNNL has to offer, contact **Sean Clausen**, BSD Intern Coordinator at Sean.Clausen@pnnl.gov or call (509) 375-2225