Connecticut Treasury's Summer Employment Program

2018 Summer Internship Program
(Unpaid Positions)

The Office of the State Treasurer is accepting applications from highly motivated and qualified college students for its 2018 Summer Internship Program. College credit may be arranged through an individual's college or university. Positions are based on a 40-hour work week unless otherwise arranged in advance of start date. Placements are limited and the selection process is highly competitive.

General Overview:
The Treasury is responsible for the safe custody of the property and money belonging to the State and manages, borrows and invests all funds on its behalf. The Treasury oversees the investment of the State's pension and trust fund assets; a local government investment pool; unclaimed property; and the assets of the Connecticut Higher Education Trust, Connecticut's 529 college savings program.

The Office of the Treasurer (OTT) provides selected summer interns with a unique opportunity to acquire specialized experience with one or more of its divisions and units, including Cash Management; Debt Management; Pension Funds Management; Second Injury Fund; Unclaimed Property; Business/Management; Communications; External Relations; Information Technology; Legal; and Policy.

Working closely with OTT staff and under the supervision of managers or senior division personnel, interns will acquire valuable knowledge concerning the primary functions and business operations of each core area.

General Qualifications:
• Participation is open to matriculating undergraduate or graduate students enrolled at accredited colleges and/or universities where degrees are conferred.
• Good academic standing as demonstrated by submission of a certified college transcript, which is required,
• Excellent analytical, verbal and writing skills.
• The ability to work independently and in multi-or-cross-subject areas is highly preferred.
• Preference is given to college students who are state residents with proof of identification such as a Connecticut driver’s license or U.S. passport.

Educational Degree, Field or Course Requirements:
Preferred fields of study and/or concentration include, but are not limited to: Accounting; Business; Communications/Media; Computer Science/Information Technology; Criminal Justice; Economics; Finance; Government; Liberal Arts; Planning; Political Science; Pre-Law/Law; Public Policy and Planning; Sociology; and/or Social Sciences.

Application Instructions:
Interested and qualified candidates who meet the above requirements must submit a cover letter identifying areas of interest and resume.
Professional and personal letters of reference are accepted.

**Application Deadline: 5 p.m. close of business, Friday, April 20, 2018**

Submit application by Mail, Email or Fax to:
Office of the State Treasurer
Human Resources, Personnel Administrator
55 Elm Street, 7th Floor
Hartford, CT 06106
Email: ott.recruiting@ct.gov
PH: 860.702.3144
FAX: 860.622.4905

**Additional Agency Contact**
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