



NEW JERSEY DEPARTMENT OF THE TREASURY INTERNSHIP OPPORTUNITY

POSTING #: 2023 - 001-I	ISSUE DATE: October 12, 2023	CLOSING DATE: November 6, 2023
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TITLE: Paid Intern	HOURLY RATE: \$17.50 – \$21.50
DIVISION: Office of Revenue and Economic Analysis (OREA)	WORKWEEK: Up to 25 hours
UNIT: Office of Revenue and Economic Analysis (OREA)	LOCATION: Trenton, NJ

JOB DESCRIPTION

The New Jersey Department of the Treasury's and its In-But-Not-Of Agencies are currently accepting applications for internship opportunities. The internship opportunities aim to provide highly motivated undergraduate, graduate, doctoral, or law students with compensated hands-on training and work experience. Participating divisions will offer special projects and assignments designed to prepare students for their future careers.

The Office of Revenue and Economic Analysis (OREA) supports the State Treasurer and maintains a small staff of economists, research professionals, and support staff for those purposes. OREA provides data, revenue projections and analyses that are used in preparing the Governor's Budget-in-Brief and Budget Message, the Citizen's Tax Guide, the Annual Comprehensive Financial Report, the Appropriations Act, the Annual Tax Expenditure Report, the Statistics of Income Reports, the Official Financial Statement, and numerous fiscal notes for the State Legislature. The office also produces technical memoranda and research reports for the Department of the Treasury, the Governor's Office, and other State agencies. Interns assist the office with economic and tax research, data analysis, fiscal notes on tax policy, and various technical and analytical assignments related to OREA's mission.

Preferred Background:

- Academic studies in fields related to Economics, Public Policy, Public Administration, Finance, Mathematics, Statistics or Data Analytics
- Experience and skills related to various statistical software, spreadsheets, data research and report writing

POSITION REQUIREMENTS

Age Requirement: Must be at least 17 years of age

Enrollment Status: Currently enrolled in a college or university on a full-time basis. A full-time student is generally defined as one who carries at least 12 semester credit hours as an undergraduate or nine semester credit hours as a graduate student.

New Jersey First Act: In accordance with the New Jersey First Act, P.L. 2011, c.70, new public employees are required to establish and maintain principal residence in New Jersey within one (1) year of employment. For additional information, please visit the website listed below. <https://www.nj.gov/labor/research-info/njfirst.shtml>

HOW TO APPLY

Documents Required To Apply:

- [Treasury Internship Application](#)
- Resume
- Cover Letter
- Copy of Unofficial Transcript
- Two (2) letters of recommendation

Please submit the documents listed above by 5:00 p.m. on **November 6, 2023** to the following email address:

Treasury Internship Recruiter
Treas.Internship@treas.nj.gov
(Please list "2023-001-I OREA" in the Subject Line)

Interviews will be granted on the basis of the resume.