Student Temporary Internship (Summer NTE 89 days)
Nuclear Regulatory Commission

Summary
This is a Summer Internship Position - it is designed to provide students with paid work opportunities within the U.S. Nuclear Regulatory Commission (NRC) while still in school. These positions are located within various offices at the NRC. We encourage you to read this entire vacancy announcement prior to submitting your application.

For more NRC Student Opportunities, please visit: NRC Student Opportunities.

Overview

Accepting applications

Open & closing dates
09/06/2023 to 10/30/2023

Salary
$16.57 - $37.92 per hour

Pay scale & grade
GG 04 - 09

Locations
Many vacancies in the following locations:
- Atlanta, GA
- Lisle, IL
- Rockville, MD
- King of Prussia, PA
- Chattanooga, TN
- Arlington, TX

Remote job
No

Telework eligible
No

Relocation expenses reimbursed
Yes—To be deemed eligible for the Student Transportation and Lodging Program, your current and permanent residences must be at least 35 miles away from your official duty station.

Appointment type
Summer - This is a temporary appointment, not to exceed 89 days.

Work schedule
Full-Time

Service
Excepted

Promotion potential
09

Job family (Series)
0099 General Student Trainee
([Search/Results]?=0099)

Supervisory status
No

Security clearance
L Access Authorization
([Help/faq/job-announcement/security-clearances/])

Drug test
Yes

Announcement number
ALL OFC-2023-0223

Control number
747517600

This job is open to

The public
U.S. Citizens, Nationals or those who owe allegiance to the U.S.

Students
Current students enrolled in accredited educational institutions from high school to graduate level. Includes internships, pathways and other student programs.

Clarification from the agency
This is an Excepted Service, Summer Appointment. This announcement is only open to applicants who meet the definition of a "Student" and are in good academic standing as defined in the "Requirements" section of this vacancy announcement. Actual salary will be determined based on location of selection, degree program, semester hours completed, and Grade Point Average (GPA). These are drug testing positions.

Duties
This position may be non-competitively converted to a Cooperative Education Program position; however, conversions are not mandatory or guaranteed.

The majority of the internship opportunities are located at NRC Headquarters in Rockville, MD. There are limited engineering and science-oriented opportunities in NRC regional offices:

- REGION I-King of Prussia, PA
- REGION II-Atlanta, GA
- REGION III-Lisle, IL
- REGION IV-Arlington, TX
- Technical Training Center (TTC)-Chattanooga, TN.

The NRC views Summer Interns as our future workforce. The work performed is professional in nature within a learning environment. Internship assignments are based on the functions and tasks performed in the organization to which you are assigned, and ideally related to your academic and career goals.

This position offers training and developmental opportunities in the following areas:

- **Engineering:** Chemical, Computer, Civil/Structural, Electrical/Electronics, Environmental, Fire Protection, Industrial, Materials/Metallurgical, Mechanical, Nuclear/Radiological, Systems, Welding
- **Physical Science:** Atmospheric/Meteorology, Environmental, Geology, Hydrology, Physics, Seismology, and Health Physics (including concentrations in Radiation Biology, Waste Management, Environmental Health, Risk Communication, Radiation Chemistry, Radiation Dosimetry, Radiation Ecology, Epidemiology, Medical Physics, Radiation Oncology/Technology)
- **Business:** Accounting, Data Analytics, Economics, Finance, Human Resources, Management, Marketing
- **International:** International Affairs, International Policy
- **Information Management /Graphic Design:** Digital Media, Graphic Design; Information Management, Library Science, Multimedia, Records Management
- **Mathematics:** Actuarial Science, Data Analytics/Science, Mathematics, Statistics

**Requirements**

**Conditions of Employment**

- Must be a U.S. Citizen.
- Must complete and pass a background investigation and fingerprint check.
- Must be enrolled or accepted for enrollment in an accredited institution.
- Must have and maintain a cumulative GPA of 2.85
- Must pass a drug test.

In order to meet basic eligibility requirements for this Excepted Service, Summer Internship appointment, applicants must meet the GPA requirement of at least 2.85 and the definition of a “Student” by the closing date of this announcement and throughout the duration of their appointment.

**Student** is defined as an individual who has been accepted for enrollment or enrolled and seeking a 4-year degree (at least) at a qualifying educational institution, on a full or half-time basis (as defined by the institution in which the student is enrolled).

**Qualifications**
To qualify for these positions all applicants **MUST** currently hold and maintain a cumulative GPA of 2.85 or higher, be enrolled in an accredited degree seeking program during the 2023/2024 academic year, and meet the academic criteria specified in the "Requirements" section of this vacancy.

Your pay will be determined by your degree program, duty station, GPA, and semester hours completed based on the end of the 2023/2024 academic year. However, the hourly rate of pay will be no lower than **$16.57 and no higher than $37.92**.

If you are an undergraduate student, your grade level will be based on the following:

**To qualify for the Engineering and Science 0899/1399 series, you must:**

- **GG-04** - Be a high school graduate with 30 to 59 semester hours of college credit.
- **GG-05** - Be a high school graduate with 60 or more semester hours of college credit.

**To qualify for all other disciplines, you must:**

- **GG-04** - Be a high school graduate with 30 to 89 semester hours of college credit.
- **GG-05** - Be a high school graduate with 90 or more semester hours of college credit.

If you are a graduate student, your grade/pay will be set based on the following:

- **GG-05** - Bachelor's with a GPA of at least 2.85 but below 2.95 on a 4.0 scale.
- **GG-07** - Bachelor's with a GPA of at least 2.95 on a 4.0 scale or completion of one full academic year of graduate level education.
- **GG-09** - Completion of two academic years of graduate level education or a master’s degree or equivalent.

**NOTE: The number of semester hours are based on the end of the 2023/2024 academic year (May/June 2024).**

An ideal candidate will possess the following:

- Basic office automation skills with such programs Microsoft Office, Excel, Power Point, etc.
- Effective organizational, and oral and written communication skills suitable for a professional environment.

**Education**

You **MUST** currently be a degree seeking student enrolled at least half-time at an accredited educational institution as defined by the U.S. Department of Education with a cumulative GPA of at least 2.85.

You must provide a copy of your "Unofficial" transcript for the degree that you are pursuing by the closing date of the vacancy announcement that notes the school you are attending, your major, and contains course titles, date of completion, number of credits, grades, cumulative grade point average (GPA), and courses currently in progress. If you fail to submit transcripts with your application by the closing date, you will be considered ineligible and will no longer be considered. "Official" transcripts will be requested at a later date.

**Additional information**

**Sons and daughters of NRC employees (including stepsons and stepdaughters) are not eligible to apply to this vacancy announcement.**

**Telework:** The positions advertised in this vacancy announcement are not approved for full-time remote or fixed telework. However, the NRC offers telework flexibilities for most positions, in accordance with agency policy.

**Drug Testing:** The NRC is a zero-tolerance agency with respect to illegal drug use. Individuals selected for these positions will be subject to pre-appointment drug testing.

**Suitability and Investigation:** If selected for this position, you will be required to complete the Declaration for Federal Employment (OF-306) to determine your suitability for federal employment and successfully complete a pre-appointment investigation/background check.
False statements or responses on your resume or questionnaire can jeopardize your employment opportunity and subject you to disciplinary action, including removal from Federal service, a transferable security clearance from another agency or a background investigation leading to a clearance is required for all new hires. To begin work at the NRC without a security clearance, you must be granted a temporary waiver of the required clearance, referred to as a 145(b) waiver.

To be eligible for a 145(b) waiver you need favorable education verification, reference, credit, and criminal history checks. If a waiver is granted, the successful completion of a background investigation and favorable adjudication are required for continued employment. If you cannot obtain a 145(b) waiver, the offer will be rescinded as this appointment is limited to 89 days.

If you have resided outside the U.S. for an extended period of time, the agency may not be able to (1) grant the 145(b) waiver where the required investigation cannot be completed in a timely manner, or (2) achieve timely completion of the background investigation required for a security clearance.

Reasonable Accommodation: The NRC provides reasonable accommodation to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please notify the coordinator at (301) 287-0739 or TDD 240-482-3217. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

Benefits

A career with the U.S. government provides employees with a comprehensive benefits package. As a federal employee, you and your family will have access to a range of benefits that are designed to make your federal career very rewarding. Learn more about federal benefits.

As a Summer Student Temporary employee, you will earn sick leave and will be paid for Federal holidays that fall within your regularly scheduled tour of duty.

Eligibility for benefits depends on the type of position you hold and whether your position is full-time, part-time or intermittent. Contact the hiring agency for more information on the specific benefits offered.

How You Will Be Evaluated

You will be evaluated for this job based on how well you meet the qualifications above.

Once the vacancy announcement closes, your application and supporting documentation will be reviewed to ensure you meet all minimum qualification requirements for the job.

Qualified students will be referred to the hiring manager in ranked order by veteran preference status:

1. Preference eligible having a compensable, service-connected disability of 10 percent or more.
2. All other candidates eligible for 10-point veteran preference.
3. Candidates eligible for 5-point veteran preference; and

Selections are expected to be made by early January 2024.

You will not be considered for the position if any part of the application or supporting documentation is incomplete. Falsifying your background and/or experience is cause for not hiring you or an adverse action after hiring.

You may preview questions for this vacancy.
Required Documents

ALL applicants must submit:

1. Current Resume

2. Responses to the vacancy assessment questionnaire

3. College Transcript - You must provide a copy of your "Unofficial" transcript for the degree that you are pursuing by the closing date of the vacancy announcement that notes the school you are attending, your major, and contains course titles, date of completion, number of credits, grades, cumulative grade point average (GPA), and courses currently in progress. If you fail to submit transcripts with your application by the closing date, you will be considered ineligible and will no longer be considered.

"Official" transcripts will be required at the end of the Spring 2024 semester.

Applicants claiming Veterans Preference must submit, if applicable:

- Separated members must submit a copy of your DD214, member copy 4.
- Current Active-Duty members must submit a certification of expected discharge or release from active-duty honorable conditions dated within the last 120 days.
- Veterans claiming 10-Point Preference must also submit an SF-15 AND ALL documents indicated on the form as proof of type of preference.
- Veterans claiming eligibility based on a service-connected disability must submit and indicating the percentage of disability.
- Certain Military Spouses Eligible under E.O. 13473: Permanent Change of Station (PCS) orders, issued within the last 2 years, that lists you as authorized to accompany the Military member to the new duty permanent station; OR verification of the member’s 100% disability (VA Letter); and/or verification of the member's death while on active duty (DD-1300 and Death Certificate) AND verification of the marriage to the service member (i.e. a marriage license or other legal documentation verifying marriage).

If you have received a scholarship or fellowship from the NRC, please submit a copy of the signed service obligation agreement with your application.

You will not be considered for the position if any supporting documentation is not received by the closing date of the vacancy announcement.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education (http://www.ed.gov/admins/finaid/accred/).

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

How to Apply

Step 1: Create a USAJOBS account (if you do not already have one) at www.usajobs.gov.

Step 2: Create a resume using the USAJOBS resume builder or upload a resume into your USAJOBS account. Ensure that your resume demonstrates your education, experience, training, and accomplishments as it relates to the qualifications for this position and substantiates...
Step 3: Upload any required documents into your USAJOBS account (must be less than 3MB and in one of the following document formats: GIF, JPG, JPEG, PNG, RTF, PDF, or Word (DOC or DOCX)).

Step 4: Click "Apply Online" and follow the prompts to complete the occupational questionnaire and attach any required documents. Verify that uploaded documents from USAJOBS transfer into the agency’s hiring system. You will have the opportunity to upload any additional required documents in the agency’s hiring system. Click “Finish” to submit your application.

NOTE: You may update your application or required documents at any time while the announcement is open by logging into your USAJOBS account, clicking on “Application Status,” clicking on the position title, clicking "Update Application,” and following the prompts.

Paper applications will not be accepted unless hardship circumstances can be demonstrated and requests for extensions will not be granted. If applying online poses a hardship for you, the Human Resources Specialist listed on this announcement will provide assistance to ensure that your application is submitted online by the closing date. You must contact the Human Resources Specialist BEFORE the closing date to speak to someone who can provide assistance for online submission. You must answer the job specific vacancy questions. You will be evaluated based on your responses to the vacancy questions and information provided in your resume.

In order to receive consideration for this position, you must submit your complete application, including all required documents, by 11:59 PM Eastern Time on the closing date of the vacancy announcement. **We will not accept any required documentation after the closing date of the vacancy announcement.**

### Agency contact information

**Kamani Baskins**

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Office of Human Resources  
Washington, District of Columbia 20555  
United States

[Learn more about this agency](#agency-modal-trigger)

### Next steps

As an applicant, you may check your application status through your USAJOBS account at any time. We will also notify you via email of your application status at three key stages in the recruitment process.

1. Once the vacancy announcement closes, we will inform you that your application has been received.

2. After we review your submitted resume and supporting documentation, we will inform you if you are eligible and qualified, if your application was referred to a subject matter expert or panel of subject matter experts for further evaluation, and if you were amongst the most highly qualified candidates referred to the selecting official.
3. Finally, we will inform you of your final disposition for this announcement (e.g., if/when a selection is made, if/when the announcement is cancelled).

The United States Government does not discriminate in employment on the basis of race, color, religion, sex (including pregnancy and gender identity), national origin, political affiliation, sexual orientation, marital status, disability, genetic information, age, membership in an employee organization, retaliation, parental status, military service, or other non-merit factor.

## Fair & Transparent

The Federal hiring process is set up to be fair and transparent. Please read the following guidance.

- Equal Employment Opportunity (EEO) Policy
  ([Help/equal-employment-opportunity/](/Help/equal-employment-opportunity/))
- Financial suitability
- New employee probationary period
- Privacy Act
- Reasonable accommodation policy
  ([Help/reasonable-accommodation/](/Help/reasonable-accommodation/))
- Selective Service
- Signature and false statements
- Social security number request