



State of New Jersey

Auditing Internship (unpaid)

Name and Location of Agency/Department Requesting Intern:

NJ Casino Control Commission
Financial Evaluation Unit
Tennessee Avenue and Boardwalk
Atlantic City, NJ 08401

Functions of Agency/Department:

The Financial Evaluation Unit (FEU) provides expert advice and consultation to the commissioners on all matters of a financial or economic nature, including economic concentration in the casino industry. It performs an objective financial analysis of relevant issues, contributing to the Commission's independence in the regulatory process. It facilitates the Commission's financial reporting responsibilities and determines and certifies the amount of revenues which are payable for use of casino parking spaces. (By law, casinos remit a fee of \$3.00 per day for each parking space used by patrons. \$0.50 of the parking fee is deposited into the Casino Revenue Fund, with the remaining \$2.50 forwarded to the Casino Reinvestment Development Authority for the benefit of Atlantic City. Over \$20 million in fees are collected each year.)

Intern Duties/Responsibilities:

Participate in planning for an audit of casino parking fees, accompany staff on the audit, and assist in completing an audit, including the letter of findings. Other duties may also be assigned.

Educational Requirements:

The position is best suited for applicants with a business background or other related field, with a concentration in accounting. Applicants must have completed a minimum of 12 credit hours in accounting courses at an accredited college/university.

Skills, Training or Qualifications:

The Commission is seeking students who express a sincere interest in a career in the accounting division of a governmental regulatory agency. Previous office experience is preferred. Applicants must be proficient in Microsoft Office, including spreadsheet applications. Internet research experience and ability to understand financial reports is a plus. Attention to detail, the ability to multi-task, and excellent communication skills are essential to this position.

Time Commitment:

Minimum 12 – 20 hours per week for 8 – 10 weeks. Internship hours must occur during normal business hours (Monday – Friday between 8:30 A.M. and 4:30 P.M.) Applicants able to schedule the maximum hours/duration listed for the internship typically gain a more in-depth experience.

Benefits Available to Intern:

Although this is an unpaid internship that does not lead to permanent employment, students are offered an excellent opportunity to build their resumes, develop career skills and apply academic knowledge, network with professionals in their fields of interest and explore career options with State of New Jersey agencies/departments.

Application deadline for summer program: March 15, 2018

Submit a Letter of Interest and Resume to: HRRESUME@CCC.STATE.NJ.US