



**State of New Jersey
Board of Public Utilities
Trenton, New Jersey**

Unpaid Internship Opportunity

Posting # 08-2018

Division: Office of the Ombudsman

Position: Decision Analytics Intern

Number of Positions: One (1)

General Unit Description: Office of the BPU Business Ombudsman is a legislatively-mandated office within the New Jersey Board of Public Utilities. The Ombudsman's mission is to assist the state's commercial and industrial energy users in managing their energy costs through a strategic approach to efficiency, renewable technologies and supply purchasing.

Key goals of the office include:

- Assist businesses with obtaining information concerning energy costs in response to requests from businesses;
- Participate in the application process for State energy programs, subsidies and grants on behalf of a business;
- Work with staff to assist in creating public information programs designed to acquaint and educate businesses and the public about the duties and responsibilities of the office.

Internship Learning Objectives/Marketable Skills: The Office of the Ombudsman Associate will gain insight into how the Ombudsman's Office works with and engages businesses to help them with energy related issues. The Associate will be responsible to:

- Design and execute analyses to address business problems for our project teams;
- Develop and apply advanced statistical models that help clients understand dynamic business issues;
- Leverage analytic techniques to use data to guide team decision-making;
- Use tools like R, Tableau, SAS, Visual Basic and Excel to investigate and inform client needs;
- Synthesize and communicate results to team;
- Collaborate with client and ZS teams to implement solutions;
- Take immediate responsibility for project deliverables.

Education/Experience: Recent graduates or current students about to enter the final year of a bachelor's or master's degree in any discipline with strong academic performance in quantitative and analytic coursework, such as operations research, applied mathematics, management science,

data science, statistics, econometrics or engineering. Intern must have:

- Demonstrated proficiency in a programming language or analytic tool such as R, SAS, Tableau, or VBA;
- High motivation, good work ethic, maturity and personal initiative;
- Effective oral and written communication skills;
- Empathy, adaptability and emotional intelligence;
- Strong attention to detail, with a quality-focused mindset;
- Self-discipline for planning and organizing tasks;
- Aptitude for, and enjoyment of, working in teams.

Estimated Project Duration and Work Schedule: Spring session, 2-3 days a week with flexible hours. BPU requires that interns work a minimum of 10 weeks with no less than 6 hours per week. In addition, the Spring 2019 internship program will run from February 1, 2019 through May 10, 2019. Extension into the Summer 2019 semester will be taken into consideration.

To Apply: Please submit the following to humanresources@bpu.nj.gov by January 31, 2019: resume; brief writing sample; most recent transcript (unofficial copy acceptable); and three references (name and phone number for either professional or educational contacts).