



DIVISION OF INVESTIGATIONS EXTERNSHIP - SUMMER 2016

The [Division of Investigations](#) of the Office of the New York State Attorney General (“OAG”) and John Jay College are offering an externship program to provide outstanding John Jay College graduate students with hands-on forensic investigative experience at the OAG’s Manhattan office. Graduate students in the following programs are eligible to apply: Criminal Justice or Digital Forensics and Cyber Security. A Bachelor’s Degree in Computer Science, Computer Networks, Computer Forensics or a related field is also required.

This is an externship program for course credit. The number of credits and minimum number of hours required at the OAG worksite would be determined by the student’s program; however, depending upon the student’s assigned project(s), additional hours may be necessary. OAG will expect interns to work 20 – 25 hours per week. No compensation will be provided by the OAG.

Students will be afforded the opportunity to experience a higher level of responsibility by being assigned to specific projects and investigations that would not ordinarily be possible with a lesser time commitment. Students would have the opportunity to work in the OAG’s forensic lab and develop investigative skills and techniques.

We are seeking bright, hardworking students who are committed to public service, have excellent research and writing skills and are detail-oriented problem solvers.

Applicants should also have some experience (or course work) with the following:

- Data recovery software (specifically, FTK, Encase, WinHEX and Kali Linux);
- Operating Systems (specifically, Windows, Mac, Linux, Ubuntu, Android and IOS);
- Mobile Forensics (specifically, Cellebrite, UFED and XRY);
- Hardware (specifically, server technologies, CISCO and SonicWall); and
- Software or web development and/or networking background.

Participation in this program requires the student to be pre-selected by John Jay College faculty for consideration by the OAG. The OAG would then make an independent

determination of the student's acceptance into the externship program. The OAG's approval process includes two (2) interviews, followed by completion of an OAG employment application, confidentiality agreement, emergency contact form and a successful conflicts check.

*Candidates from diverse backgrounds are encouraged to apply.
The OAG is an equal opportunity employer and is committed to workplace diversity.*

HOW TO APPLY

Applications are being received online for placement with the OAG.

Applicants must be prepared to submit a complete application consisting of the following:

- **Cover Letter** (*describing your background, why you are interested in taking the externship*);
- **Resume**;
- **List of three (3) references with contact information and email addresses**;
- **Transcript**; and
- **Brief Writing Sample**;

Please note: Failure to submit a complete application will delay the consideration of your application.

If you have questions regarding a position with the OAG and the application process or you need assistance with submitting your application, please contact the Legal Recruitment Bureau via email at recruitment@ag.ny.gov or phone at 212-416-8080.

For more information about the OAG, please visit our website: www.ag.ny.gov