

Government Systems Engineering (GSE) High School Technical Intern Program (HSTIP) Fact Sheet

Background

The High School Technical Intern Program (HSTIP) was established in 2005 by the Government System Engineering (GSE) segment of Rockwell Collins. It was designed to provide high school students with a year-long opportunity to explore the real world of Engineering first-hand. HSTIP Interns assist Engineers, Managers, and Technicians with a wide variety of technical activities pertaining to Software, Hardware, and/or Systems Engineering. This may include developing and/or modifying software, creating and/or running automated test scripts, performing unit and functional verifications, as well as participating in project meetings and peer reviews. Candidate must possess a genuine interest in pursuing a STEM (Science, Technology, Engineering, & Math) career.

Benefits to students

- ✓ This is a paid internship (with pay increases to match academic achievement)
- ✓ Training will be provided both prior to and during the year-long internship
- ✓ Flexible hours – after school and during the summer
 - Average of 10 hrs/wk during the school year **and** 30+ hrs/wk during the summer
 - Typical work schedule window may fall between 7:30 am – 6:00 pm Monday – Friday

Minimum Qualifications

- ✓ Must be a U.S. citizen
- ✓ Must be enrolled in High School (or be home schooled)
- ✓ Must have demonstrated aptitude in high-level math and science
- ✓ Must possess good written and verbal communication skills
- ✓ Must be responsible and self-motivated
- ✓ Cumulative GPA of 3.5+

Preferred Qualifications

- ✓ Participation in Lego League, First Tech Challenge (FTC), Robotics, Cyber Defense, Project Lead the Way (PLTW), Virtual Reality Education Program (VREP), Workplace Learning Connection (WLC)
- ✓ Able to obtain a US Department of Defense (DoD) security clearance
- ✓ Cumulative GPA of 3.8+

Who May Apply?

- ✓ Current Freshmen, Sophomores or Juniors who will be 16 prior to beginning internship in the fall (following summer pre-internship training)
- ✓ Current Seniors without previous Rockwell Collins experience are not eligible for the program

Rockwell Collins is an equal opportunity employer.

How to Apply

- ✓ Apply at http://www.rockwellcollins.com/Careers/Job_Openings.aspx
- ✓ Click on the *U.S. Job Search* link
- ✓ Enter *HIG* in the Job Requisition Number field
- ✓ Click *Search for Jobs*
- ✓ Click *Apply* under the job listing, HS Associate Technical Intern (Fall 20xx)
- ✓ Read and *accept* the Privacy Agreement
- ✓ Login or *create a New User* account
- ✓ Complete your application and submit

Suggested Resume Information

- ✓ Your contact information
 - Home mailing address
 - Email address ... *we will use email to contact you*
 - Phone numbers
- ✓ High School Information
 - High School name
 - Current year in high school
 - Cumulative GPA and class rank if relevant
- ✓ Relevant Course Work
 - Current math and science classes you are taking
 - Computer classes you have taken or are currently taking
 - AP courses or college courses you have taken or are currently taking
- ✓ Skills, Interests and Activities
- ✓ Work/Volunteer Experience – when and where
- ✓ Honors, Awards, or Leadership positions
- ✓ References

Feel free to add items you feel are relevant or omit items that are not relevant.

Hiring Timeline

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| ✓ October – March | Applications accepted & interviews conducted |
| ✓ April | Candidates evaluated |
| ✓ May | Invitations sent out for the summer classes |
| ✓ June – July | Summer classes held* |
| ✓ August | Internship offers extended |
| ✓ September+ | Internship begins at Rockwell Collins |

**Successful completion of the class is required for further consideration however it does not guarantee employment.*

For more information send an email to: hstip@rockwellcollins.com

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