**Internship Title**

Internship – Nuclear Support Systems

**Target Start of Internship**

December 2024

**Duration**

12 months

**Organizational Setting**

Department: NE-Department of Nuclear Energy

Division: NEPIK-Division of Energy Planning and Nuclear Information and Knowledge

Section:

Unit: NEPIK-Nuclear Support Systems Group

**Main Purpose**

To support the Nuclear Support Systems Group (NSSG), led by the NE Nuclear Support Systems Coordinator, in the development of web-based computer applications, assist with user interface design, database development and administration, prepare documentation related to software projects and application portfolio management, and perform testing as required.

**Tasks / Key Results Expected *(tasks should not be staff tasks or ongoing tasks)***

* Work with SharePoint developers to develop additional features for the NE Portal and CONNECT SharePoint sites.
* Work with .NET application developers to create/refurbish and deploy web-based software applications to support NE data products and websites.
* Assist in the design of new user interfaces and graphic elements to support the refurbishment of existing NE applications.
* Prepare system documentation including standard operating procedures, software description documents, test reports, configuration logs and user manuals.
* Perform testing of the software applications.

**Knowledge, Skills and Abilities**

* Software Development
* Web and User Interface Design
* Database Design and Development
* Data Analysis
* Computer Infrastructure Administration
* Software Testing

**Qualifications and Experience**

* University degree in a field of science or engineering, management or computer sciences.
* Experience in drafting system documentation, such as standard operating procedures, software description documents, test reports, configuration logs and user manuals is a strong asset.
* Proficiency in standard desktop software including Microsoft Word and Excel.
* Fluent in spoken and written English.

**Internships**

The IAEA accepts a limited number of interns each year. The internships are awarded to persons studying towards a university degree or who have recently received a degree (see Internship web pages for further details).

The purpose of the programme is:

* To provide interns with the opportunity to gain practical work experience in line with their studies or interests, and expose them to the work of the IAEA and the United National as a whole;
* To benefit the IAEA's programmes through the assistance of qualified students specialized in various professional fields.
* The duration of an internship is normally not less than three months and not more than one year.

**Applicant Eligibility**

* Candidates must be a minimum of 20 years of age and have completed at least three years of full-time studies at a university or equivalent institution towards the completion of a first degree.
* Candidates may apply up to one year after the completion of a bachelor's, master's or doctorate degree.
* Candidates must not have previously participated in the IAEA's internship programme.
* Excellent written and spoken English essential; fluency in any other IAEA official language (Arabic, Chinese, French, Russian) an asset.
* Candidates must attach two signed letters of recommendation to their application.