

**Job Title:** Intern, Business Graduate Summer - Tribal Education Partnership Program/BEST, Remote

**Job ID:** 696283

**Location:** Albuquerque, NM

**Full/Part Time:** Part-Time

**Regular/Temporary:** Temporary

### **What Your Job Will Be Like**

Sandia National Laboratories is seeking enrolled college students at Tribal Colleges and Universities (or students who have officially transitioned from a TCU feeder school) for 2026 graduate summer internships, as part of the DOE/NNSA funded TEPP/BEST (Tribal Education Partnership Program / Business Enablers in Science & Technology) summer internship program. Interns will be placed in our Mission Services organization, supporting various business needs of the Laboratories, and partnering closely with the Mission Services Talent Acquisition Team (MSTAT) Summer Internship Program.

We are active in identifying candidates with relevant academic and work experience to provide valuable internships, build a pipeline for possible future year-round internships and/or regular employment, and to meet near-term project deliverables. Selected applicants will be interviewed by a subcommittee of business managers and/or business staff. Subsequently, successful applicants will be matched for placement based on internship interests and Sandi's project needs. Those selected are expected to commit to ten (10) to fourteen (14) weeks of employment over the summer. In addition to a matrix assignment, the program consists of on-boarding meetings, possible group projects, and networking events, among other business activities. Interviews are expected to take place between mid-January and early February 2026.

Interns will be expected to team with others to support Sandia's mission by adding value, improving operations, offering innovative solutions and appropriately managing risk for the corporation. Work will reside within specific organizations at Sandia that support various business functions such as financial management, project management and/or procurement/supply chain.

Applicants must submit a current copy of their resume to be considered for this position. In addition to a resume listing cumulative GPA's for all degrees, a letter of introduction addressing career goals and primary business area focus, and four references (names and contact information) are required. List any academic awards, relevant work experience related to your degree, certifications received, demonstrated leadership, community

involvement, and prior relationship with a national laboratory or with DOE in the letter of introduction or on the resume.

## **Salary Range**

At Sandia, we value the important work done by our interns and its contribution to National Security. Because of this, our interns earn competitive pay rates. Our pay structure is based on earned credit hours, classification, and degree level. Your pay rate will be determined during the hire process and included in your offer package. You can view the Intern Pay Rate chart here.

## **Qualifications We Require**

You bring the confidence and skills to be eligible for the job by meeting these minimum requirements:

- Earned bachelor's degree
- Currently attending and enrolled full time in the spring term immediately preceding the internship (or scheduled to graduate in the spring) in an accredited related graduate program
- Minimum cumulative GPA of 3.0/4.0
- Ability to work up to 40 hours per week during the summer
- U.S. citizens, legal permanent residents, asylees or refugees in the U.S.

Note: If you have not yet started your graduate program, please apply to an undergraduate intern position.

## **Qualifications We Desire**

Aligned with approved DOE/NNSA funding, applicants must be officially accepted into a Tribal College & University or officially transitioned from a TCU feeder school and pursuing a business-related graduate degree.

- Degree program in a relevant business discipline:
  - Finance
  - Accounting
  - Project Management
  - Procurement/Contracting
  - Logistics/Operations
  - Human Resources
  - Economics

- Demonstrated leadership
- Problem solving skills
- Communication skills
- Time management skills
- Research experience
- Microsoft Office proficiency
- Introduction to scheduling software (ex. MS Project, Primavera P6)
- Experience working with large data sets

### **Posting Duration**

This posting will be open for application submissions for a minimum of seven (7) calendar days, including the ‘posting date’. Sandia reserves the right to extend the posting date at any time.

### **About Our Team**

The TEPP/BEST Program and Mission Services Talent Acquisition Team are focused on recruiting efforts for Division 10000, Mission Services. Mission Services leads financial management systems, project management processes, business excellence and process improvements, work authorization systems, information technology, purchasing, and other administrative services.

Division 10000 also facilitates cost estimating, budgeting, and business planning activities across Sandia through a combination of business staff within and matrixed to various Divisions and Programs.

The MSI Partnership Program (MSIPP) is designed to advance the Department of Energy’s (DOE) National Nuclear Security Administration’s (NNSA) workforce development and research priorities by building strong collaborations with Minority Serving Institutions (MSIs). The program focuses on strengthening institutional capacity, advancing research capacity, and enhancing pathways for students in STEM disciplines to pursue careers in the nuclear security enterprise. Since its inception, MSIPP has focused on building institutional capacity at MSIs and creating robust career pathways to DOE laboratories, plants, and sites. Together, these programs foster excellence in STEM education and advance the mission of supporting the Nation’s nuclear security needs.

### **About Sandia**

Sandia National Laboratories is the nation’s premier science and engineering lab for national security and technology innovation, with teams of specialists focused on cutting-edge work in a broad array of areas. Some of the main reasons we love our jobs:

- Challenging work with amazing impact that contributes to security, peace, and freedom worldwide
- Extraordinary co-workers
- Some of the best tools, equipment, and research facilities in the world
- Career advancement and enrichment opportunities
- Flexible work arrangements for many positions include 9/80 (work 80 hours every two weeks, with every other Friday off) and 4/10 (work 4 ten-hour days each week) compressed workweeks, part-time work, and telecommuting (a mix of onsite work and working from home)
- Generous vacation, strong medical and other benefits, competitive 401k, learning opportunities, relocation assistance and amenities aimed at creating a solid work/life balance\*

World-changing technologies. Life-changing careers. Learn more about Sandia at:

<http://www.sandia.gov>

\*These benefits vary by job classification.

### **Security Clearance**

This position does not currently require a Department of Energy (DOE) security clearance.

Sandia will conduct a pre-employment drug test and background review that includes checks of personal references, credit, law enforcement records, and employment/education verifications. Furthermore, employees in New Mexico need to pass a U.S. Air Force background screen for access to Kirtland Air Force Base. Substance abuse or illegal drug use, falsification of information, criminal activity, serious misconduct or other indicators of untrustworthiness can cause access to be denied or terminated, resulting in the inability to perform the duties assigned and subsequent termination of employment. Under federal law, citizens and agents of the People's Republic of China, the Islamic Republic of Iran, the Democratic People's Republic of North Korea, and the Russian Federation are generally prohibited from accessing Sandia National Laboratories. Accordingly, such individuals will not be considered for employment unless they are also a citizen of the United States.

If hired without a clearance and it subsequently becomes necessary to obtain and maintain one for the position, or you bid on positions that require a clearance, a pre-processing background review may be conducted prior to a required federal background investigation. Applicants for a DOE security clearance need to be U.S. citizens. If you hold

more than one citizenship (i.e., of the U.S. and another country), your ability to obtain a security clearance may be impacted.

Members of the workforce (MOWs) hired at Sandia who require uncleared access for greater than 179 days during their employment, are required to go through the Uncleared Personal Identity Verification (UPIV) process. Access includes physical and/or cyber (logical) access, as well as remote access to any NNSA information technology (IT) systems. UPIV requirements are not applicable to individuals who require a DOE personnel security clearance for the performance of their SNL employment or to foreign nationals. The UPIV process will include the completion of a USAccess Enrollment, SF-85 (Questionnaire for Non-Sensitive Positions) and OF-306 (Declaration of for Federal Employment). An unfavorable UPIV determination will result in immediate retrieval of the SNL issued badge, removal of cyber (logical) access and/or removal from SNL subcontract. All MOWs may appeal the unfavorable UPIV determination to DOE/NNSA immediately. If the appeal is unsuccessful, the MOW may try to go through the UPIV process one year after the decision date.

## **EEO**

All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, or veteran status and any other protected class under state or federal law.

## **NNSA Requirements for MedPEDs**

If you have a Medical Portable Electronic Device (MedPED), such as a pacemaker, defibrillator, drug-releasing pump, hearing aids, or diagnostic equipment and other equipment for measuring, monitoring, and recording body functions such as heartbeat and brain waves, if employed by Sandia National Laboratories you may be required to comply with NNSA security requirements for MedPEDs.

If you have a MedPED and you are selected for an on-site interview at Sandia National Laboratories, there may be additional steps necessary to ensure compliance with NNSA security requirements prior to the interview date.