

## **Intern, Business Undergraduate Summer - Tribal Education Partnership Program/BEST, Remote**

### **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 undergraduate 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 Sandia'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.

Examples of past team projects include:

- Research and recommend ways to leverage technology to improve business products and workflow.
- Research and recommend opportunities to improve the efficiency and effectiveness of meetings.

- Research and recommend a model for segmenting construction commodity procurement's to proactively address risk.
- Day to day activities might include assisting with cost estimating, budget management, website development and maintenance (Confluence, SharePoint, WordPress), generating reports, or implementing solutions to improve workflows or reports.

## **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:

- 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 undergraduate 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 earned a HS diploma or equivalent, please apply to a high school 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 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.

#### 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.