



Available Internship Form

Employer/Organization Information

Business/Organization: Providence Bank

Address: 813 W. Stadium Drive, Jefferson City

Industry: Banking

Website: <https://www.myprovidencebank.com/>

Contact Person

Contact Name: Curtis Clem

Title: Director of Information Technology

Phone: 573-644-7136

Email: ccllem@myprovidencebank.com

Internship Information

Internship Job Title: Information Technology Student Internship

Location of Internship: Jefferson City

of Positions Available: 1

Internship Start Date: May-June

Internship End Date: August

Internship Hours: 8-5 M-F

of hours per week: 40

Compensation: Hourly

Dress Code: Business Casual

Job Description:

- Support the IT team in maintaining hardware, software, and other systems
- Assist with troubleshooting issues and provide technical support
- Organize and maintain IT resources
- Install, repair and image hardware
- Document IT processes
- network wiring

Skills Required:

- Computer Science, Information Technology, or Management Information Systems major
- Strong verbal and written communication
- Excellent analytical and problem-solving skills
- Ability to work well in teams
- Strong work ethic and attention to detail

Minimum Education Required: Currently enrolled in a Computer Science, Information Technology, or Management Information Systems major

What will students gain from this particular internship?

- Gain hands-on experience in an IT position
- Shadowing and training experiences with knowledgeable professionals
- Opportunity to attend networking events and company meetings
- Flexible schedule for students
- Vendor management
- Learn valuable IT metrics

Preferences

Student Major Preference: Information Technology or Networking