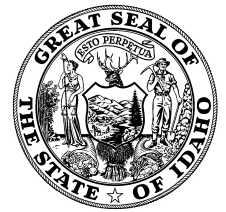




Colonel Kedrick Wills  
Director

# Idaho State Police

Service Since 1939



Brad Little  
Governor

## Bureau of Criminal Identification Internship – Meridian Headquarters

The Idaho State Police has four spring 2021 internship opportunities within the Bureau of Criminal Identification (BCI) Applicant, Audit and Training Unit, Criminal History or Sex Offender Registry Units.

### Opportunities for educational growth may include:

- Conduct involved data searches which may require accessing and selecting multiple information sources or contact with clients or vendors to obtain information.
- Review, evaluate, or process records and/or documents.
- Manipulate and update manuals and/or computerized records systems.
- Engage with the public to complete required fingerprinting processes.
- Assist in creating trainings and handout.

### Preferred skills:

- Knowledge of Microsoft Windows 10.
- Knowledge of Microsoft Office 2013 or above.
- Basic knowledge and understanding of computer hardware and software.
- Good communication skills.
- Good customer service skills.

This is an unpaid internship that will require a minimum of 20 hours per week within the hours of 8:00 AM to 5:00 PM Monday through Friday.

If you or someone you know may be interested in this opportunity, please view more information at <https://isp.idaho.gov/hr/internships/> and respond via email with your resume by Monday, November 23, 2020 to [jobs@isp.idaho.gov](mailto:jobs@isp.idaho.gov).

Please contact me if I can be of assistance.

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EQUAL OPPORTUNITY EMPLOYER