

# PennEngineering Internship Program

## Course #5169

### Internship:

Internships are available at PennEngineering & Manufacturing Corporation. Students who meet the eligibility requirements listed below should meet with Mrs. Kownurko to discuss the prospect of obtaining an internship position. Students must submit a cover letter, which includes the following information:

- Why the student feels he/she should be selected for the internship program
- What the student hopes to gain from the experience
- Area/Department of interest (list two)
  - Accounting, Engineering, Finance, Human Resources, Information Systems (computer), Marketing, Purchasing, Quality Control
- Future plans for both education and a career
- Any information that distinguishes the student from the other candidates
- Which department they wish to apply

### Eligibility Requirements:

- Recommendation from a Business Education Teacher
- Successfully completed two Business or Computer Technology courses
- Plans to obtain a degree in the field of business (accounting, human resource), computer science, or engineering
- Central Bucks East High School rising Junior or Senior
- Excellent attendance record
- Commendable grades
- Cover letter, resume', and transcript submitted

### Selection Process:

- Sign up for the class with your Guidance Counselor
  - If accepted into the program, your schedule has already been arranged around PE!
- Meet with Mrs. Kownurko in room 120 to discuss internship program and possible area/department choices (not all departments are available every year/semester)
- Submit cover letter, resume', and transcript to Mrs. Kownurko prior to March 1<sup>st</sup>.
- All applications will be forwarded to the Human Resources Manager at **PennEngineering & Manufacturing Corporation** prior to March 1<sup>st</sup>.
- Applications will be reviewed and selected students will be scheduled for interviews



## Students Thoughts On The Partnership

### What was your favorite part of the internship?

- Working with my mentor and the other employees in the tech lab.
- It made me feel very mature and as if I was in the real world. I enjoyed working with the people I did, as well as being able to run things on my own.
- My favorite aspect of the internship is the fact that I was always moving around the accounting department. I was able to take what I learned in the classroom and apply it to a realistic business setting. Moreover, I was also able to understand the reality of a business and how your job is not always safe.
- My favorite part was receiving work where there was an open end with how to go about performing the task (ex. In marketing I analyzed the Web sites responses and calculated their most important industries).

### Would you recommend this course to another student?

- This was a very good learning experience; which will help me in years to come.
- It was very rewarding and I was able to get a lot from it.
- I would recommend this course because it was a real world application of all of the knowledge we've acquired over the years.
- You start to develop a friendship with the workers and you learn a real life experience.



*PennEngineering Mentors: Teachers In The Real World*



## PennEngineering & Central Bucks H.S. East Partnership



### Career Academy in Business Exploration Internships In:

- *Accounting*
- *Computer Information Systems*
- *Engineering*
- *Finance*
- *Human Resources*
- *Marketing*
- *Purchasing*
- *Quality Control*



## Information About PennEngineering

PennEngineering companies provide design, product, and inventory management solutions worldwide for diverse industries, including:

- Electronics
- Computer
- Data / Telecom
- Medical
- Automotive
- Marine
- Aircraft
- General Manufacturing



Founded in 1942, PennEngineering is a global company headquartered in Danboro, Pennsylvania with additional facilities in Pipersville, PA, Harleysville, PA, Winston-Salem, NC, Doncaster, England, Singapore, Oxnard, California, Kent, Ohio, Galway, Ireland, Shanghai, China, and Mexico.



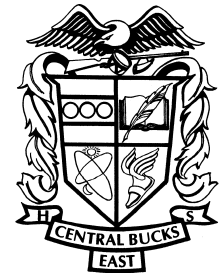
In 1999 the company's total manufacturing space was increased to approximately 500,000 sq. ft. As of December, 2002, PennEngineering had 1,166 employees.

## Information About The Internship



Each semester up to six internships are available at PennEngineering and Manufacturing Corporation (PEM) in Plumstead Township. Interns are assigned to mentors in various departments throughout the corporation including:

- Accounting
- Computer Information Systems
- Engineering
- Finance
- Human Resources
- Marketing
- Purchasing
- Quality Control



Other eligibility requirements for the internship are:

- Recommendation from a business teacher
- Successful completion of three business or computer technology courses
- Transcript
- Plans to obtain a college degree in the field of business, computer science or engineering
- Excellent attendance record
- Commendable grades

Applications are reviewed by a Central Bucks committee and then sent to PennEngineering for review. PEM managers then interview the applicants and make the final selection.