



*Corporate Human Resources  
Internship*

<b>Target Majors:</b>	Psychology/Social Sciences, Business
<b>Intern Assignment:</b>	<b>Corporate - Human Resources</b>
<b>Hiring Manager:</b>	Karen Balcom
<b>Job Address:</b>	870 Winter Street, Waltham, MA
<b>Is Location MBTA Accessible?</b>	Yes. Shuttle bus available from Alewife Station
<b>Hours Per Week:</b>	TBD Hours / Week
<b>Preferred Days of Week:</b>	To Be Determined
<b>Work Hours:</b>	8:30- 5:00
<b>Pay Rate and Travel Stipend:</b>	\$15.00 / Hr +Travel Stipend

**Company Overview:** Raytheon Company is a technology and innovation leader specializing in defense, security and civil markets throughout the world. With a history of innovation spanning 92 years, Raytheon provides state-of-the-art electronics, mission systems integration and other capabilities in the areas of sensing; effects; and command, control, communications and intelligence systems; as well as a broad range of mission support services.

**Department Overview:** The mission of the Human Resources & Global Security organization is to create a competitive advantage by promoting and sustaining an environment where people are empowered to succeed. Through our world-class people, performance and technology, we endeavor to:

- Lead transformational change across the Company
- Build individual and organizational capabilities that enable growth
- Create a culture of accountability, innovation and inclusion

**Job Description:** The person in this role will gain exposure to and work with various functions of Human Resources at the enterprise level (ex. Talent Acquisition, Compensation). This experience will offer insight into major HR processes and procedures along with project work supporting key HR initiatives. The objectives of this position are as follows:

- Gain exposure and experiential development in a broad spectrum of HR competency areas
- Build business acumen at the enterprise level
- Significant visibility among HR Leaders
- Special projects with Functional HR leaders

**Required Skills:**

- Solid understanding of HR principles
- Strong partnering skills
- US Citizenship

**Desired Qualifications:**

- Strong interpersonal skills
- Executive presence
- Ability to work with multiple levels of employees