Piedmont Airlines Internships

Piedmont Airlines, a wholly owned subsidiary of American Airlines (formerly US Airways), offers 2 paid internships per semester in their Safety department.

- Winter (usually January – April),
- Summer (May – August) and
- Fall (September – December)

A few other details to note:

- Actual internship dates vary based on each individual intern and their school requirements.

- Along with exposure to Safety Programs, the positions include regular data entry and clerical work.

- Interns are expected to work normal business hours Monday – Friday weekly.

- All candidates must be legally able to work in the United States. We do not sponsor anyone due to the short period of employment.

- The intern has the ability to fly as a non-revenue passenger during the course of their internship which includes all flights within the American Airlines system.

- We do not provide housing assistance and each position requires the intern to supply their ground transportation as there is no available public transportation to either office.

The Fall internship resumes and cover letters need to be submitted through [http://piedmont-airlines.com/Careers](http://piedmont-airlines.com/Careers) by July 17th for consideration.

Please email any questions to Natalie.corrao@aa.com.
Safety Internship Job Description

**Job Title:** Operational Safety Intern (Based in Middletown, PA)

**Organization:** Piedmont Airlines, Inc. (d.b.a. US Airways Express and American Eagle)

**Dates of Position:** Available Every Semester

**Time Commitment:** Monday – Friday, Regular Business Hours

**Summary of Position:**
Assist in achieving the corporate mission of providing a safe environment for employees and customers. Interns will have the opportunity to learn about and be exposed to each function of an airline safety department. After successfully completing the internship, the intern will have an overall knowledge needed to understand all elements of safety.

**Duties & Responsibilities:**
- Primary area of focus is data management and providing assistance for operational aircraft ground damage and employee injury investigations.
- Research into known or suspected safety concerns, assisting in creating presentations, reviewing manuals and conducting safety audits.
- Provide support for ground safety programs and company accident / incident and injury reduction efforts by developing proactive safety solutions.
- Additional duties may involve interaction with other departments outside of Safety as well as some travel.
- Daily responsibilities include a large amount of data analysis, data entry and project development.

**Benefits:**
- Networking opportunities with different departments within the company as well as American Airlines and US Airways Express/ American Eagle Carriers.
- Experience gained by utilizing current safety tools used throughout the industry.
- Travel benefits throughout the American Airlines system for the duration of the internship.
- Letters of recommendation provided upon successful completion of the internship.

**Qualifications:**
- Minimum of one year of progress towards a degree with a major or minor in safety or aviation/ aeronautical science.
- Excellent communication and Microsoft Office Suite skills required.
- Organized, detail oriented, self-motivated, handles multiple tasks, problem solving skills, and the ability to set and meet deadlines.
- General knowledge of Federal Aviation Regulations, OSHA Regulations, and procedures regarding airline safety.
Safety Internship Job Description

Job Title: Aviation Safety Intern (Based in Salisbury, MD)

Organization: Piedmont Airlines, Inc. (d.b.a. US Airways Express and American Eagle)

Dates of Position: Available Every Semester

Time Commitment: Monday – Friday, Regular Business Hours

Summary of Position:
Assist in achieving the corporate mission of providing a safe environment for employees and customers. Interns will have the opportunity to learn about and be exposed to each function of an airline safety department. After successfully completing the internship, the intern will have an overall knowledge needed to understand all elements of safety.

Duties & Responsibilities:
- Primary area of focus is processing Aviation Safety Reports submitted through the online employee Safety Reporting System
- Review and assist with investigating reports received through the company’s Aviation Safety Action Programs (ASAP) and Fatigue Risk Management Program (FRMP)
- Research into known or suspected safety concerns, assisting in creating presentations, and reviewing manuals
- Provide support for developing proactive safety solutions including publication of Safety Bulletins and Safety Awareness newsletters
- Additional duties may involve interaction with the Piedmont Flight and Maintenance Departments, as well as some travel
- Daily responsibilities include data entry, data analysis and project development

Benefits:
- Networking opportunities with different departments within the company as well as American Airlines and US Airways Express/ American Eagle Carriers
- Experience gained by utilizing current safety tools used throughout the industry
- Travel benefits throughout the US Airways system for the duration of the internship
- Letters of recommendation provided upon successful completion of the internship

Qualifications:
- Minimum of one year of progress towards a degree with a major or minor in safety or aviation/ aeronautical science
- Excellent communication and Microsoft Office Suite skills required
- Organized, detail oriented, self-motivated, handles multiple tasks, problem solving skills, and the ability to set and meet deadlines
- General knowledge of Federal Aviation Regulations, OSHA Regulations, and procedures regarding airline safety