The Time Warner Cable Corporate office currently seeks Accounting Interns for our Regional Accounting Department. Please find a brief description of the essential duties and responsibilities required to function successfully in this internship below.

Program Requirements:

- Currently enrolled in a college/university, law school, community college or technical institute
- 2.9 grade point average (GPA) or greater on 4.0 scale
- Applicants must be Accounting majors that have completed 2-3 years of college before beginning internship
- Applicants must be continuing their education during their participation in the program

General Information:

The Regional Accounting Center was formed in 2010 to transition all region accounting from the six regions to one department in Charlotte. The department will finish the transition in early 2013 and continues to identify standardization and efficiency opportunities.

Project Title and Project Objective:

Interns will be assigned to various functional teams—Revenue, Cash or General Accounting. Intern will be responsible for ensuring that assigned account reconciliations are adequately documented and ending balances are properly supported with substantial evidence. Intern will additionally assist with the month end close process including preparing journal entries, account analysis and assisting other team members as needed.

Desired Skills:
Accounting classes; Microsoft Office—especially Excel; strong communication and interpersonal skills.

Relevant accounting courses

Microsoft Office—Beginner to Intermediate Excel is required, exposure to Access preferred.

Strong written and oral communication and interpersonal skills

**Final Product or Outcome of Project:**
Intern will perform various accounting functions to learn about journal entry preparation, account reconciliations and analysis of information. Intern will utilize Excel extensively as well as the Peoplesoft Financial system.

**Education:**
Accounting major with 3 years college completed.

Qualified candidates should apply online at [http://jobs.timewarnercable.com/job/Charlotte-Intern%2C-Regional-Accounting-Department-Job-NC-28201/2209377/](http://jobs.timewarnercable.com/job/Charlotte-Intern%2C-Regional-Accounting-Department-Job-NC-28201/2209377/)

Should students have any questions regarding the opportunity please direct them to Randy Alexander, 704-731-1920.

EOE/M/F/D/V