

October 30, 2003

MEMORANDUM TO: Brian W. Smith, Section Chief
Special Projects Section
Special Projects and Inspections Branch
Division of Fuel Cycle Safety
and Safeguards
Office of Nuclear Material Safety
and Safeguards

FROM: Norma Garcia Santos, Nuclear Safety Intern **/RA/**
Special Projects Section
Special Projects and Inspections Branch
Division of Fuel Cycle Safety
and Safeguards
Office of Nuclear Material Safety
and Safeguards

SUBJECT: RECRUITMENT TRIP TO UNIVERSITY OF PUERTO RICO,
MAYAGUEZ CAMPUS

From October 1st through October 3rd, the Nuclear Regulatory Commission (NRC) participated in recruitment activities related to the 15th Job Fair at the University of Puerto Rico, Mayaguez Campus. There were eight NRC recruiters, including personnel from Headquarters, Region II, and Region III. I represented the Office of Nuclear Materials Safety and Safeguards (NMSS).

The staff made two presentations to students prior to the Job Fair to share information about the agency and individual experiences of employees participating in the Nuclear Safety Intern Program. A detailed agenda of the recruitment trip is attached to this summary (Attachments 1 and 2). The activities performed at the Campus included:

- a. Presentations to Student Associations - October 1st and October 2nd, 2003
- b. Welcome Activity to Recruiters -October 2nd, 2003
- c. Visit to Department Directors - October 3rd, 2003
- d. Job Fair - October 3rd, 2003

During the Welcome Activity, the student associations provided resumes on compact discs (CDs). The resumes are divided into different engineering disciplines. I collected CDs from the following student associations:

- a. American Society of Mechanical Engineers
- b. Society of Woman Engineers
- c. Tau Beta Pi - The Engineering Honor Society
- d. Computer Society
- e. Alpha Pi Mu - Industrial Engineering Honor Society
- f. American Society of Quality

On October 3rd, we visited the directors of the Department of Electrical Engineering and the Department of Chemical Engineering. The directors discussed, among other things, the programs that the University is offering in order to fulfill the necessities of employers. The Department of Electrical Engineering has programs in the areas of process control and power among others. The Department of Chemical Engineering is planning to offer specializations in the areas of biotechnology/biomedical, pharmaceutical, materials, and environmental energy.

On the final day of the trip, we found a lot of interest in the NRC from the students. Some of them had already applied through the NRCareers web site, looking for summer internships, cooperative education arrangements, entry-level positions, and regular positions. The educational background was also diverse, including bachelors degree and masters degree. Some students had industry experience in various disciplines.

In order to improve the Agency's and NMSS' office recruitment efforts, I have the following suggestions:

- a. Provide information to hand out such as "Nuclear Materials Safety and Safeguards," NUREG/BR-137, Rev. 4, August 2001
- b. Prepare a binder with general information (e.g., training offered, IDP process, intern program overview training) in case a potential candidate requests more information.
- c. Prepare a short presentation, about four slides, with information about NMSS and one slide with the presenter's background/projects
- d. Provide information on possible summer positions. Some of those students could be considered for regular positions in the future. The information on the students who could perform a good job in the organization could be retained.
- e. Bring an NMSS manager if possible. The potential employees can be identified and go to the next step of an informal interview.

I implemented some of these suggestions during my trip and I think these ideas could be useful for our organization in making the recruitment process more successful in the future.

This recruitment trip was successful because there were potential candidates identified for positions needed by NMSS. Attachment 3 includes a list of students who demonstrated interest in the NRC at the Recruitment Fair. An email was sent to these students encouraging them to apply on NRCareers.

The opportunity to be a recruiter for NMSS, meet people within the agency, and exchange information and experiences with the students was an enriching experience. I believe my participation was beneficial to making the connection with the students and University officials. Thank you for giving me this opportunity of representing the Office in a different role. If you have any questions, do not hesitate to contact me by email address ngs@nrc.gov or by phone at (301)-415-6680.

cc: John T. Greeves, DWM
Charles Miller, IMNS
E. William Brach, SFPO

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- Attachments: 1. Agenda, Recruitment Trip - UPR , Mayagüez Campus
 2. Companies Night - Agenda
 3. Job Category Listing

cc: John T. Greeves, DWM Charles Miller, IMNS E. William Brach, SFPO

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NAME	NGarcia		LGross		BSmith	
DATE	10/ 30 /03		10/ 30 /03		10/ 30 /03	

OFFICIAL RECORD COPY

Agenda

Recruitment Trip
UPR-Mayagüez Campus

Wednesday, October 1, 2003

- 5:30pm - 6:10pm NRC Presentation to:
- AIChE Student Association (Chemical Eng.). **40 Min**
Location: Chemical Eng. Department
Speakers: Luis Reyes, Steven A. Reynolds, Delza Mas-Peñaranda
Carlos Navarro, Norma García-Santos

Thursday, October 2, 2003

- ▶ 10:30am - 12:00md NRC Presentation to:
- Control Systems Society, IEEE (Electrical Eng.) **90 Min**
- Society of Women Engineers (SWE)

Location: Stephanie 207
Speakers: Luis Reyes, Steven A. Reynolds, Delza Mas-Peñaranda,
Carlos Navarro, Norma García-Santos
- ▶ 3:00pm - 6:00pm Exhibitors Registration and booth setup at the Campus Coliseum.
- ▶ 6:00pm - 9:00pm Welcome Reception
Informal attire, with student organizations, faculty, and administration.

Friday, October 3, 2003

- ▶ 7:30am - 8:45am Breakfast (second floor Campus Coliseum)
- ▶ 7:45am - 8:00am Meeting with Dr. Jose Luis Cruz, *Dir. Electrical Engineering Department*
- ▶ 9:00am - 3:00pm Exchange at Booths
- ▶ 10:00am - 10:20am Meeting with Dr. Nelson Cardona, *Dir. Chemical Engineering Department*
- ▶ 11:00am - 11:20am Meeting with Dr. Ramón E. Vásquez-Espinoza, *Dean of Engineering*
- ▶ 11:30am - 1:30pm Lunch
- ▶ 2:00pm - 2:30pm Meeting with Dr. Paul Sundaram, *Interim Dir. Mechanical Eng. Dept.*
- ▶ 3:00pm - 4:00pm Display Removal

Saturday, October 4, 2003

- ▶ Return Home

Companies Night

University of Puerto Rico, Mayagüez

Chemical Engineering Department

Wednesday, October 1, 2003

Agenda

5:30 - 6:10

U.S. Nuclear Regulatory Commission

6:10 - 7:00

Kraft

7:00 - 7:40

BP

7:40 - 8:00

Break-Refreshments

8:00 - 8:40

Stryker, Puerto Rico

8:40 - 9:20

Dow Chemical

9:20 - 9:30

Refreshments

JOB CATEGORY LISTING

Environmental Engineering

Name	Email Address	Phone Number	Degree
<p>Ana L. Rivera Lupíañez</p> <p>Regular Position</p> <p>Referred by NRR</p>	[REDACTED]	787-761-5891	<p>2003 - present MS Environmental Management GPA: 4.00, Major: N/A 2003 - Courses Certificate on Environmental Permits and Regulations 1993 - Courses MS Public Administration 1977 - BS Chemical Engineering</p>
<p>Juan D. Cordero Medina*</p> <p>Registered on NRCareers</p> <p>Entry-level/NSIP</p>	[REDACTED]	787-645-5060 787-831-7378	<p>Present - MS Environmental Science GPA: 3.0, Major: N/A 1999- BS Chemistry Note: Knowledge on Federal, State, Local, and Company Regulations</p>
<p>Juan R. Oquendo*</p> <p>Registered on NRCareers</p> <p>Entry-level/NSIP</p>	[REDACTED]	787-831-2837 787-616-3828	<p>2004 - BS Civil Engineering Specialization: Environmental Engineering GPA: 3.0, Major: 3.65 Note: Research on degradation rate of radioactive materials in water</p>
<p>Jenixa M. Miranda Maldonado*</p> <p>Registered on NRCareers</p> <p>NSIP</p>	[REDACTED]	787-298-1979 787-848-4296	<p>2004 - BS Chemical Engineering Environmental Certificate GPA: 3.32, Major: 3.37 Note: Research experience.</p>

Manuel Acosta Palmer NSIP		787-8921166	2004 - BS Chemical Engineering Environmental Certificate GPA: 3.80, Major: N/A Note: Experience in private industry
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* I talked with her/him personally.

Physics (Health Physics)

Name	Email Address	Phone Number	Degree
Rafael R. Canales-Pastrana Regular Position Registered on NRCareers		787-769-7489	2003 - Certification on Environmental Laws 2000 - M.S. Physics 1996 - B.A. Physics Applied to Electronics GPA: N/A, Major: N/A Note: One research on electromagnetic field penetration in human body.

Geology

Name	Email Address	Phone Number	Degree
Marisol Ortiz Ortiz* Registered on NRCareers NSIP		787-857-2347 787-487-2347	2003 - B.S. Geology Research: Stone Aging/Volcanology GPA: 3.12, Major: 3.42

* I talked with her/him personally.