



City of Centerville Summer Internship – Planning/GIS Intern



The City of Centerville is accepting applications for a Planning/GIS Internship position to assist the Planning and GIS staff with field and office work in developing City databases, assisting in the preparation of drawings, databases, sketches, and maps. Responsible students pursuing a degree in geographic information systems, geography, planning, urban studies, civil engineering or a related field are encouraged to apply for consideration by **March 18, 2016**.

Planning/GIS Internship Position Responsibilities

The Planning/GIS Intern will be involved in planning, development, and engineering projects throughout the summer months. Duties will include creating GIS layers for all city-approved special uses (variances, conditional uses, etc.); assisting with Planning and Census Research and processing zoning applications for fences, sheds, etc. Other internship duties may include presentation graphics, writing reports, and using GIS in a municipal government environment. Position requires basic-to-intermediate knowledge of GIS Software.

The Planning/GIS intern will work a flexible schedule (up to 32 hours/week) for 13 weeks. Students working on a bachelor or post-graduate degree in planning or a related field are eligible to apply for consideration and should do so as soon as possible. The pay rate for this position is \$12.00 per hour.

Application Process

Submit an application by **March 18, 2016** to the physical or email address listed below. Applications may be obtained in person or online at www.centervilleohio.gov under Employment. Seasonal positions are not eligible for benefits. Finalists are subject to a pre-employment background check. EOE.



City of Centerville
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