



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 . 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 16, 2018**.

Planning/GIS Internship Position Responsibilities

The Planning/GIS Intern will be involved in planning, development, and engineering projects throughout the summer months. Primary duties will include creating and manipulating GIS layers for a partner government agency and processing zoning applications for fences, sheds, minor site plans, etc. The Intern will also assist in deploying and managing the City's traffic counting program. Other internship duties may include presentation graphics, writing reports, and participating in land use planning activities. The position requires basic-to-intermediate knowledge of GIS Software. Strong written and oral communication skills, and a commitment to the values and expectations of public service, are also required.

The GIS intern will work a flexible schedule (up to 32 hours/week) for 13 weeks. Students working on a bachelor's or post-graduate degree in GIS, 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. For non-local candidates, summer housing is available nearby at the University of Dayton and Wright State University. The position does not include a housing stipend.

Application Process

Submit an application by **March 16, 2018** 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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