



INTERN OPPORTUNITY

Environmental Planning Intern

Job# 208178

New: Candidate will perform research and data collection tasks which may include the following: research of current regulations in other jurisdictions regarding environmental quality and related issues and policies; research and analyze environmental quality data and indices, research available technology or design alternatives for Stormwater Management; assist with data collection on and verification of existing land uses, environmental features, and development practices city-wide. Candidate must be currently enrolled in an accredited college/university working towards a Bachelor’s or Master’s Degree in the following areas: Environmental Sciences, Geography, Land-Use Planning, Public Administration, or closely related discipline. Applicant should demonstrate good research and writing skills and working knowledge of standard office computer software and GIS software. Valid driver’s license is required must meet NC DMV standards. **DRIVING HISTORY CHECK REQUIRED. TEMPORARY POSITION: up to 19 hours per week – flexible to accommodate school schedule. Hourly Rate: \$10.00.** Currently accepting applications through **Friday, August 29, 2008 at 5:00pm.**

All new employees will be required to successfully pass a pre-employment physical and drug screen. If interested in applying for any position listed below, submit applications on-line at www.wilmingtonnc.gov or in person at the City of Wilmington Human Resources, 320 Chestnut Street- 2nd floor, PO Box 1810, Wilmington, NC, 28402 or by fax to 910.341.5841. Hearing impaired, dial 711 TTY/Voice.

TO BE CONSIDERED: A CITY OF WILMINGTON APPLICATION MUST BE COMPLETED AND RETURNED TO HR BY 5:00PM ON THE CLOSING DATE.

APPLICATION INFORMATION
<ul style="list-style-type: none"> <input type="checkbox"/> Read the job announcement carefully to make sure you understand what the position is looking for and that you have the requirements. <input type="checkbox"/> Make sure all the requested information is filled in completely and accurately. Just putting “see resume” is not acceptable. <input type="checkbox"/> Must provide an official copy of your university/college transcript(s) and certification(s) before a final offer will be made, for individuals applying for positions that require degrees and/or professional certifications <input type="checkbox"/> Don’t leave any gaps in your employment history. <input type="checkbox"/> List job duties or skills that you have, which are relevant to the position you are applying for. <input type="checkbox"/> Proofread your application material. <input type="checkbox"/> Write legibly, if you are handwriting your application. <input type="checkbox"/> Include your resume and cover letter only as supplemental documents, but not as replacements for the requested information. <input type="checkbox"/> Sign and date your application. <input type="checkbox"/> Return your application to Human Resources prior to the posted closing dates/times.

Employment Citizenship Requirement-effective October 1, 2005

United States citizenship or legal alien status (must provide proof of identity and eligibility to work in the United States). The City of Wilmington does not engage in special visa programs such as H-1B and H-2A.