

POSITION OPENING

DEPARTMENT: Public Works
POSITION TITLE: Intern-GIS/Engineering
SALARY RANGE: \$15.00/hour

QUALIFICATIONS: Candidates must be a minimum of 18 years of age, have a working knowledge of Windows 7 operating System, have a valid operator license and good driving record, ability to pay close attention to detail, ability to work independently, in the outdoors in a variety of weather conditions, and the ability to communicate effectively both orally and in writing. We are ideally looking for candidates with experience in Geography, Geology, Natural Resources, Water Resources, Engineering or a related field. Knowledge of ArcGIS desktop and/or GPS collection is desirable but not mandatory. Training will be provided. The duration of this opportunity is undetermined but likely to start in November and extend through August 2018 with the intentions of increasing hours in the summer months.

DUTIES/RESPONSIBILITIES: The City has an opportunity for an individual to work 12 to 40 hours per week in the Department of Public Works. This position will assist the Engineering Division and GIS staff in an asset inventory and conditional assessment of public works infrastructure throughout the community. Candidates for this position will be required to perform field work on foot after driving to the mapping sites. Additionally, during poor weather conditions, this position will categorize, scan and then file engineering plans. Both field and office work will provide the opportunity to use and learn the ArcGIS desktop 10.3 application as well as operate a survey grade GPS unit.

Specific technical questions may be directed to: James McCarty, GIS Coordinator (603) 766-1410 or jtmccarty@cityofportsmouth.com.

SCOPE OF EXAMINATION: Competitive Examination which includes a personal interview
Finalist must complete pre-employment screening, drug testing & background check.

APPLY TO:

jobs@cityofportsmouth.com

City of Portsmouth
Human Resources Office
1 Junkins Ave.
Portsmouth, NH 03801

Human Resources Director:
Dianna Fogarty
(603) 610-7270

The City of Portsmouth is an Equal Opportunity Employer.

DATE POSTED: November 1, 2017

CLOSING DATE: Until Filled