



## Geographic Information Systems (GIS) Internship

### *Job Description*

The City of Norwalk is hiring multiple GIS Interns to assist the GIS Analyst with a variety of projects. The primary role of the GIS Intern is to review and maintain existing data for quality assessment and quality control. Other functions may include scanning and digitizing record drawings and general assistance with day-to-day GIS operations. The GIS Intern will assist with field work as needed and be exposed to a wide variety of City projects and technologies.

### *Required Skills*

Coursework in GIS and/or in pursuit of a Bachelor's degree in Geography (or other related field)  
Experience with ESRI ArcGIS Desktop 10.x (ArcMap, Catalog, Toolbox) and ArcGIS Pro  
Experience with Microsoft Excel  
Ability to follow instructions and receive feedback  
Excellent verbal and written communication skills  
Strong organizational skills

### *Desired Qualifications*

Knowledge of ESRI ArcGIS Online and Python  
Experience with data collection and field work  
Ability to locate and extract data from outside sources (e.g., Census, NOAA)  
Strong understanding and commitment to high quality data standards

### *Job Location*

Norwalk City Hall  
125 East Ave  
Norwalk, Connecticut

### *Position Type*

Internship

### *Schedule and Pay*

The GIS Intern will work up to 37.5 hours per week. The pay for this position is \$15.00 per hour.

### *Submission Instructions and Contact*

Please submit a resume to Lindsay King at [Lindsay.King@norwalkct.gov](mailto:Lindsay.King@norwalkct.gov).

Lindsay King, GIS Analyst  
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Norwalk, CT  
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