



Public Works Internship

Overview

The city appreciates the impact that talented, energetic students can have on our organization and the community and is pleased to provide learning experiences to prepare the next generation of community leaders. The Public Works Internship provides a unique opportunity of being involved in the everyday workings of the City. Interns will perform a variety of tasks that may include onsite field support, administrative office operations, and various tasks as needed.

Experiences & Responsibilities

- Build relationships within the Public Works department.
- Gain an understanding of Public Works Services that are provided, analyze the processes and develop ideas and steps to increase department effectiveness.
- Support field operations onsite/hands on with Street Maintenance, Park Maintenance, Right-of-Way mowing, Forestry, and Sanitation services as needed.
- Support office operations including, data input, processing invoices, and addressing citizen concerns.
- Review city recycling program and develop steps for community outreach to increase participation and effectiveness.
- Collaborate with leaders and learn about various departments within City government to understand how they work together.
- Explore government and departmental activities and attend meetings as needed.
- Maintain a high level of professionalism and customer service with all interactions.
- Share content about learning experience, department activities, employee recognition on social media as applicable.



Requirements

- Third or fourth year college student. Studies in Engineering, Construction Management, Communications, Administration, Equipment Operations, or Political Science.

Hours

- 25 hours/week, flexible.

Salary: \$14/hour

Timeline

- Semester, School Year, 1 Year, or 1 Summer
- This opportunity is offered as a credit or non-credit paid position.

Learn more & Apply!

Email letter of interest and resume to:

humanresources@moorheadmn.gov

218-299-5179