



Serving Community.
Building Careers.

Minneapolis Public Works Undergraduate Internship Program 2022

Summer Positions!



GIS Summer Intern

Networking and hands-on experience for undergraduate students.

The Department of Public Works designs, builds and maintains the City of Minneapolis' infrastructure, which includes but is not limited to: streets and bridges, public buildings, City fleet of vehicles, storm and sanitary sewer system, drinking water treatment and distribution, parking ramps and surface lots, traffic signals, signage and striping; solid waste and recycling, and more.

<http://www.minneapolismn.gov/government/jobs/public-works-jobs/interns>

The Internship

The Surface Water & Sewers Division of Public Works is responsible for planning, designing, operating, and maintaining the sanitary sewer and drainage systems within the City of Minneapolis.

We are currently seeking qualified candidates to fill the following internship position:

- **Surface Water & Sewers – GIS**

Under immediate supervision, assist civil engineers and senior engineering technicians with various data entry projects – inclusive of geographic mapping, reporting, modeling, and updating of infrastructure improvements in spatial map.

Apply Today!
Applications due March 6, 2022

Application Procedure

Apply online at www.minneapolismn.gov/jobs including a cover letter and resume on or before **March 6, 2022**. You may apply for multiple internship positions.

Questions?

Contact: Monique Fish, City of Minneapolis Public Works
Email: Monique.fish@minneapolismn.gov

All applicants must:

- Be 18 or older
- Have a valid driver's license
- Registered for college
- Be willing to work outdoors in all types of weather

Compensation:

- Varies with education and experience
- Wages start at \$17-\$18 hourly

Duration:

- 6 months

Hours:

- 40 hours per week
- Mon. – Fri. 7am – 5pm
- Willing to accommodate school schedules

Public Works has determined that a criminal background check, qualifications check and /or Drug and Alcohol testing may be necessary for these titles.

SWS GIS Intern

There are two full-time Geographic Information System (GIS) intern positions available with the possibility of an additional later (TBD).

Location: Hiawatha Yard 1901 26th St E (Minneapolis).

Primary Job duties:

- GIS data entry, editing, and reading and interpreting engineering plans and drawings.
- GIS Python Scripting
- Additional duties may include GPS work, organizing documents, scanning documents, preparing or working with spreadsheets/databases, and other tasks as assigned.

Preferred Qualifications:

- Computer software skills with at least 3 months of education and/or experience using ESRI ArcGIS, working with geodatabases and/or shapefiles and editing.
- An understanding of geometric networks and topology. Basic familiarity with GIS Database Design within an esri platform.
- Working knowledge of Microsoft Office (Excel, Word, Outlook and Access).
- A high level of attention to detail, the ability to do repetitive work, the ability to work independently, and a willingness to learn.
- Basic knowledge of computer-aided drafting is beneficial.

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PW Intern Website: <http://www.minneapolis.gov/government/jobs/public-works-jobs/interns>