College Intern

Salary □ $11.00 - $11.50 Hourly
Job Type □ Full-Time, Temporary, Exempt
Job Number □ 20047941
Location □ Franklin County, OH
Department □ Environmental Protection Agency
Closing □ 2/12/2016 5:00 PM Eastern

Job Duties
Participates in Ohio EPA's College Intern program by assisting the technical staff with routine duties. The interns assist the Unit Supervisor and environmental specialists in the research and review of technical documents related to compliance with federal and state environmental rules and regulations. Projects include assisting in the analysis of existing and new sources of air pollution to determine compliance with state and federal rules, assisting in the review of permit applications, assisting with the preparation of emission inventories, assisting with the statistical analysis of toxic monitoring data, assisting with the development of plans to meet federal air quality standards, and assisting in the data entry and analysis of toxic releases and chemical storage information. The interns enter and compile data, prepare and edit reports and maintain records using Microsoft Office including Word, Excel, and Access.

Minimum Qualifications
MUST BE CURRENTLY ENROLLED IN COLLEGE DEGREE PROGRAM DIRECTLY RELATED TO THE POSITION, AND NOT SCHEDULED TO GRADUATE UNTIL AFTER COMPLETION OF THE INTERNSHIP POSITION REQUIREMENTS.

Major area of study: Aquatic Biology, Environmental Science, Water Resources, Chemistry or Engineering (Environmental, Civil, Chemical). Knowledge of safety practices, public relations, Agency policies and procedures and permits as applicable. Ability to lift 50 lbs. Skills in computers (word processing and database work).

Supplemental Information
NOTE: THIS POSITION MAY INVOLVE WORKING LONGER THAN 8 HOURS PER DAY.
THIS JOB OPPORTUNITY INCLUDES 8 POSITIONS.

START DATES FOR THESE POSITIONS WILL BE MAY 9, 2016 OR JUNE 6, 2016

BACKGROUND CHECK
The final candidate selected for the position will be required to undergo a criminal background check. Criminal convictions do not necessarily preclude an applicant from consideration for a position. An individual assessment of an applicant's prior criminal convictions will be made before excluding an applicant from consideration.

Agency
State of Ohio

Address
careers@ohio.gov

Columbus, Ohio, 43215.

Website