CITY OF PORTLAND
invites applications for the position of:

Community Service Aide
II - BES

SALARY: $12.49 - $16.36 Hourly

OPENING DATE: 03/28/16

CLOSING DATE: 07/01/16 04:30 PM

THE POSITION:
The Bureau of Environmental Services offers internship opportunities to students enrolled in a trade school training program, or college or university undergraduate or graduate program, preferably in a field related to the mission and scope of the bureau's work. The trade school, college or university must be located in Oregon or Washington, or the applicant must be a resident of the Portland Metropolitan Area.

Internships for students in engineering, environmental or wastewater programs may be available in the following areas:

Engineering Design and Construction
Assist design or construction management professionals with work in surface water quality, stormwater management, stream restoration, sewerage system management, pump stations, treatment plant and pipeline projects. Tasks may involve database management, research, permit plan review, AutoCAD drafting and general office work.

Watershed Services
Assist with technical work in support of watershed planning as part of a multidisciplinary team of professional planners, scientists and engineers. Typical assignments include field sampling and data collection, presentations to the public, public involvement, stewardship activities, research, data management, report preparation, and preparing maps, figures and drawings.

Modeling and GIS
Support modeling and GIS projects, which includes modeling data preparation, research investigation, data base updating, and mapping production.

Industrial Source Control, Coordinated Site Assessment and Brownfields Program
Assist technical staff in controlling stormwater and wastewater discharges to the sewer system. Tasks may include field investigations, research regarding industrial users, administrative support including entering data into data bases, managing files, and researching plumbing and building records.

Perform research and field work in support of Phase I and II Environmental Site Assessments, write reports and letters, and perform filing and general office duties. Provide general and administrative support to the Portland Brownfields Program through representation at neighborhood meetings and public events, amending program website, and conducting research.

Wastewater
Assist operations and maintenance staff with seasonal maintenance and a variety of special projects at the city’s Columbia Boulevard Wastewater Treatment Plant. Positions are also available in the Collection Systems Operations and Maintenance Division, performing field work, updating various databases, and assisting in Asset Management.

TO QUALIFY:
Requirements:
• Applicants for Environmental Services intern positions must be enrolled in a trade school training program, or college or university undergraduate or graduate program, preferably in a field related to the mission and scope of the bureau's work.
• The trade school, college or university must be located in Oregon or Washington, or the applicant must be a resident of the Portland Metropolitan Area.

THE RECRUITMENT PROCESS:
Applicants must attach a current transcript showing enrollment with their application.

ADDITIONAL INFORMATION:

**Hourly Pay Rate:**
• Freshman - $12.49
• Sophomore - $13.78
• Junior - $15.07
• Senior and up - $16.36

Questions?
Sophia AbuDakar
Bureau of Environmental Services
(503) 823-7740

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.portlandoregon.gov/jobs
1120 SW 5th Ave, 404
Portland, OR 97204
503-823-3572

Community Service Aide II - BES Supplemental Questionnaire

* 1. What Year in school will you be in on October 1, 2016?
   - [ ] Freshman
   - [ ] Sophomore
   - [ ] Junior
   - [ ] Senior

* 2. What year and month is your expected graduation?

* 3. Is the school you are attending located in Oregon or Washington?
   - [ ] Yes
   - [ ] No

   4. If the school you are attending is not located in Oregon or Washington, are you a resident of the Portland metropolitan area?
   - [ ] Yes
   - [ ] No

* 5. What is your work availability?
   - [ ] Summer Only
   - [ ] Full Year Only
   - [ ]
Both Summer and Full Year

* 6. Are you interested in an internship opportunity in Engineering Design & Construction?
   ☐ Yes  ☐ No

* 7. Are you interested in an internship opportunity in Watershed Services?
   ☐ Yes  ☐ No

* 8. Are you interested in an internship opportunity in Modeling and GIS?
   ☐ Yes  ☐ No

* 9. Are you interested in an internship opportunity in Industrial Source Control, Coordinated Site Assessment and Brownfields Program?
   ☐ Yes  ☐ No

* 10. Are you interested in an internship opportunity in Wastewater?
     ☐ Yes  ☐ No

* 11. Are you interested in an internship opportunity in Business Services?
     ☐ Yes  ☐ No

* Required Question