

job opportunities



PORT OF PORTLAND
121 NW Everett Portland OR 97209
Box 3529 Portland OR 97208

September 23, 2009

To apply for an intern position you must be a student enrolled in school during the term of employment. Spring 2010 graduates will not be eligible for this internship unless documentation of continued educational classes (graduate school) can be provided at the time of application.

GIS/ENVIRONMENTAL INTERNSHIP Environmental Affairs Department

The Port of Portland has an opening for a 12 month internship working with environmental staff to support efforts assessing the current state of spatial data used to meet environmental business requirements.

SALARY RANGE: \$10.17 - \$17.54 per hour

(Commensurate with year in school)

LOCATION: Port of Portland, 121 NW Everett Street

**HOURS: Typically 16-24 hours a week during the school year;
40 hours per week during school breaks; hours are
flexible based on school schedule.**

SUMMARY OF ESSENTIAL RESPONSIBILITIES:

- Support GIS mapping needs for the environmental component of Port project planning and follow-up for environmental projects and programs.
- Work with Port-wide environmental staff to define standards, definitions, metadata, and to refine existing data.
- Support data requests from consultants and outside agencies
- Provide support to field work and GPS Mobile Program.
- Work with GIS Program to update, manage and maintain Port GIS functionality.

PREFERRED EDUCATION AND EXPERIENCE:

- Currently pursuing a bachelor's or master's degree in environmental science, geography, urban and regional planning or other natural science.
- Practical experience and/or coursework in GIS applications, environmental assessment, or mitigation projects as applied to environmental data sets.

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- High comfort level with technology and experience with technical aspects of spatial data management.
- Effective verbal and written communication skills.

SKILLS AND ABILITIES:

- Advanced knowledge of Arc GIS applications, analysis and mapping.
- Working knowledge of MS Office Suite, Relational databases, Aerial photography; including Orthorectification, LiDAR, and Remote Sensing. A solid understanding of GPS application is desirable.
- Ability to:
 - develop systematic approaches to similar tasks, projects, and issues;
 - express ideas clearly using written and oral communication;
 - organize workload and prioritize tasks to meet changing priorities and deadlines;
 - create and use spreadsheets for data analysis and reporting;
 - work effectively in collaboration with peers and team members;
 - produce deliverables under direction, and work to new skill level, across departmental teams and under tight timelines.
- Proven technical research, writing, and editing skills to generate project summaries, draft documents, conduct topic specific research.

LICENCES OR CERTIFICATIONS:

- A valid Oregon or Washington driver's license is required for this position.

Application materials are available on our web site, www.portofportland.com, and at 7th floor reception in the Port of Portland building, located at 121 NW Everett Street. You may also call 503-944-7400 to request that an application be mailed to you. Applications received after Friday, October 9, 2009 may not be considered.

Equal Employment Opportunity Employer