

Internship Opportunities – Wk Ending June 27, 2008

(Recently listed opportunities in blue.)

For more information regarding these openings, please contact
Shannon McKenzie, Internship Specialist at
internships@oakton.edu or 847-635-1404.
Visit us online at www.oakton.edu/internships.

ACCOUNTING/FINANCE/ECONOMICS

Accounting/Business Intern (Fragias Insurance Group)

Pay: \$10-11/hour

Hours: 10-15 hrs/wk

Location: Rolling Meadows

Intern will do filing, light accounting and billing, and learn the basics at an insurance agency. The intern will be expected to use Word software.

BUSINESS/MARKETING/SALES/PR

Recruitment Assistant (Comprehensive Therapeutics)

Pay: \$10-11/hour

Hours: tbd (afternoons/early eve.)

Location: Glenview

Intern will contact existing therapists from a database and present them with job opportunities. Intern will do cold calling, provide marketing assistance, and will document and prepare reports.

Internet/Web Optimization Intern (H. Field & Sons, Inc.)

Pay: \$TBD

Hours: flexible

Location: Arlington Heights

Web Marketing position focusing on optimizing the company's website.

Project Staff Support Intern Intern (John Crane)

Pay: \$10.50/hour

Hours: 25 hrs/wk

Location: Morton Grove

The intern will be responsible for Database management, Intranet maintenance (new CapShare site), updating John Crane Worldwide Capabilities listing, and interacting with John Crane domestic and international sales force. Intern will work with Word, Excel, PowerPoint, Access, and Outlook, and must have professional business letter writing, telephone and database management skills. We would like someone interested in learning about sales and marketing as a possible career.

HR Recruiter (UPS)

Pay: \$12-22/hour

Hours: 20-25 hrs/wk

Location: Northbrook

Intern will assist HR department with on-site table recruitments and with retention initiatives. Intern will be expected to use Microsoft Office, and must have great communications skills and be highly organized.

Internet Marketing Intern (Wing and A Prayer Angelic Creations)

Pay: TBD **Hours:** 20 hrs/wk **Location:** Lake Zurich

We are looking for an intern to promote our internet business as we grow from a standard “storefront” marketing method to a primarily e-commerce based business. Intern will be working on a variety of marketing tasks such as search engine marketing (website text optimization, Google AdWords, Froogle feed files), e-mail newsletters and list management, eBay store creation and management, and exploring new, creative forms of marketing (blogs, forums, partnerships, advertising, etc.). Candidates must have a good understanding of the internet, good research capabilities for analyzing competitors, internet access, and experience with Microsoft Office, HTML, and Dreamweaver (or comparable program) and also be reliable, responsible, and highly motivated.

Marketing Assistant Intern (Northwestern Mutual Financial Network)

Pay: \$10-12/hour **Hours:** 25 hrs/wk **Location:** Chicago (Bryn Mawr)

Intern will assist with marketing projects and client management projects. Candidates must be professional, service-oriented, self-motivated, and have extensive telephone/customer services experience, superior written and verbal communication skills, good organizational skills, and experience in Word and Excel.

Search Engine Optimization Specialist (Desiree Chocolates)

Pay: \$10/hour **Hours:** 5-10 hrs/wk **Location:** Glenview

Web Marketing position increasing site ranking on major search engines and optimizing web site; Assisting with press releases optional; must have knowledge of search engine marketing industry, keyword analysis, and basic knowledge of html and web design. Intern will be expected to use Dreamweaver, Flash, and PC platform. Anticipated start date in May.

Arts Administration (Skokie Theatre Music Foundation)

Pay: \$9-12/hour **Hours:** approx. 20 hrs/wk **Location:** Skokie

Interns will be responsible for answering phones, updating e-mail lists, distributing posters, assisting with grants, daily upkeep and organization of the office, and ticket sales (using Excel, Pay Pal, Credit Cards, and phone). Candidates must have their own laptop; interns seeking college credit preferred.

Marketing Intern (Skokie Theatre Music Foundation)

Pay: \$9-12/hour **Hours:** approx. 20 hrs/wk **Location:** Skokie

Intern will make phone calls (cold calling), promote shows, distribute posters, send e-blasts to patrons and press, write and send press releases, sell merchandise at shows, and strive to create creative marketing ideas for the Theatre. Candidates must have their own laptop; interns seeking college credit preferred.

Resale Store Intern (WINGS, Inc.)

Pay: Unpaid **Hours:** flexible (8+) **Location:** Palatine

Unpaid internship maximizing the revenue of the WINGS Resale Store while ensuring the continuity of store policies and meeting the needs of the customers, agency, and clients. Intern will be responsible for maintenance of the sales floor, front-end cashier and administrative duties with donation processing responsibilities and customer service needs of the store. WINGS is a non-profit social service agency that serves women and their children who are victims of domestic violence and/or are homeless.

Office Intern (Advocate Hospice)

Pay: UNPAID **Hours:** 10/wk **Location:** Park Ridge

Unpaid internship assisting with a variety of marketing, project management, and clerical duties. Intern will learn a wide variety of marketing and clerical skills as they assist in a projects ranging from creating marketing materials, meeting planning, PowerPoint presentations, operations, creating databases, working with medical files, sitting in on medical team meetings, and other clerical duties.

Search Marketing Internship (The Bradford Group)**Pay:** \$12/hour **Hours:** prefer 40 (possibly 25) **Location:** Niles

Intern will assist with projects that optimize Search Engine campaigns by generating new keywords, writing ad copy for keywords, assigning landing pages to keywords, etc. Intern will also create reports in Excel. Intern must have strong interpersonal skills (verbal and written), strong proficiency in MS Office products (Excel and/or Access), strong problem solving skills (ability to grasp concepts quickly and work out complex logic problems), and basic knowledge of some aspects of search engines, HTML, and/or web-programming and buying/selling/searching on the internet.

Affiliate Internet Marketing Internship (The Bradford Group)**Pay:** \$12/hour **Hours:** prefer 40 (possibly 25) **Location:** Niles

Intern will assist with Affiliate and Shopping Portals performance data tracking and reporting, manipulate Product Data to create custom catalog datafeeds for individual marketing partners, support monthly affiliate invoicing, and research and track placement opportunities with affiliate and portal sites (including affiliate recruiting and portal datafeed optimization). Intern must have an understanding of the principals of financial analysis (A/S, ROI, incremental spend/return), a high degree of experience with Microsoft Office (Excel, Word, PowerPoint, and Access), and have excellent written and oral communication skills. Prefer someone with familiarity with online advertising basics (pay-per-click advertising, affiliate or other commission based advertising, organic search optimization, etc.), online auctions or marketplace (eBay, Amazon) as both buyer and seller, and HTML/web design (experience updating or maintaining a website or blog, adding images and links, etc.).

Administrative Assistant (Chicagoland Therapy)**Pay:** \$9-14/hour **Hours:** 15-40 hrs./wk **Location:** Glencoe

Intern will assist with medical billing, recruiting, filing, general office work, phone calls and computer work.

Human Resources Intern (Aflac)**Pay:** \$8-12/hour **Hours:** 15 hrs. **Location:** Rosemont

Intern would call prospective new hires, review resumes, interview, manage 2nd and 3rd interviews, etc.

Administrative Assistant (Aflac)**Pay:** \$8-12/hour **Hours:** 15 hrs. **Location:** Rosemont

Intern would do general office duties: filing, phone calling, and organizing appointment schedules. Intern must be able to use Microsoft Office software, work documents, and ACT.

Market Research/Analyst Intern (Imperial Distributors)**Pay:** \$9-12/hour **Hours:** 20 hrs/wk **Location:** Elk Grove Village

Candidates will be responsible for conducting nationwide research via such resources as directories, internet, and government agencies. The data will be compiled, analyzed and presented in a report format to the executive team. Other responsibilities include basic administrative tasks involving research and data gathering. Knowledge and experience with MS Office, Internet research, and a statistical program is a must. Intern must be dependable, outgoing, and able to meet deadlines and multi-lingual is a big plus.

Marketing Intern (Bertog Landscaping)**Pay:** \$10/hour **Hours:** TBD **Location:** Wheeling

Assist management in development of various strategies to increase the visibility of Bertog Landscape and help build the brand among potential clients

Marketing/Advertising Intern (Bruce Lawrence Promotions)**Pay:** TBD **Hours:** flexible **Location:** Northbrook

Intern will utilize various graphic skills to produce and send e-blasts, make outside sales calls to new and existing clients, and do some invoicing, purchase orders, and sampling procedures for client base. Company is involved in providing integrated marketing to a niche market.

Marketing Intern (Marks & Whetstone)**Pay:** \$12/hour**Hours:** 20 hrs/wk**Location:** Itasca

Marks and Whetstone is a fast-growing Advertising/Marketing Agency looking for a Marketing Intern to provide Account Manager support in a fast-paced marketing environment. Responsibilities include (but are not limited to) maintaining schedules, interaction with clients and vendors, preparing quotes, purchase orders, and ensuring estimates, project research, scheduling meetings, working with accounting software and providing general administrative support. This is a great learning opportunity! Must have working knowledge of Microsoft Word, Excel, and the Internet (previous experience with QuickBooks a plus).

Web Based Marketing Intern (Plum Tree Group)**Pay:** \$10-25/hour**Hours:** 25-30 hrs/wk**Location:** Chicago

This position is designed for someone with a passion for innovation in the area of web-based marketing. Intern will be working on a variety of different functional areas including content development, marketing research, product development; project management and support; advertising, and email marketing. Intern will use a number of various coding environments and systems primarily with a focus on Open Source and Windows technologies.

GRAPHIC DESIGN

Design Intern (PCIAA)**Pay:** UNPAID**Hours:** flexible – 20 hrs/wk**Location:** Des Plaines

This is an unpaid internship for a non-profit insurance trade association. The intern will perform inventory, organize, index, and catalog digital files, using image management software. Intern will need to use the Internet and do database searches; experience with image management software a plus.

Student Communication Specialist (Oakton's Student Activities/Student Services office)**Pay:** \$8-9/hour**Hours:** 15-20/wk**Location:** Des Plaines

Intern will create and maintain web pages for Student Activities program, train SAO staff on website updating, and provide a wide variety of materials and design for student organizations and Student Activities. Candidates must have experience with computer graphic design, layout, printing, preparation of camera-ready art, and web design, as well as desktop publishing, web design software, HTML and CSS (Adobe Illustrator, Adobe Photoshop, Adobe InDesign, and Adobe Dreamweaver). This position requires that the employee be a self-starter because of limited supervision.

Graphic Design Intern (ACCO Brands)**Pay:** \$15/hour**Hours:** 40 hrs/wk**Location:** Lincolnshire

This summer internship position will provide support to the Visual Communications Marketing team and responsibilities will include assist with creating and storing images in the DIL (Digital Image Library), packaging projects, and signage. Candidates must be majoring in Graphic Arts; be proficient in Microsoft Word, Excel, Project, InDesign, Illustrator and Photoshop; and have strong written/verbal communication and analytical and critical thinking skills. Also must be hands-on, detail oriented, and have good prioritization and time management skills. Experience in QuarkXPress is desired but not required.

Production Intern (Paradigm Productions)**Pay:** UNPAID**Hours:** min. 20 hrs/wk**Location:** Des Plaines

Unpaid Internship; intern will perform web updates and image modifications using Adobe and Photoshop. Intern must also be comfortable with Dreamweaver, Flash, and Illustrator, and experience with Quark is a plus. Most work will be done on MAC, but knowledge of Windows helpful.

Graphic Design Intern (Bernal Graphics)**Pay:** \$9-12/hour**Hours:** 20 hrs/wk**Location:** Chicago (Devon Ave.)

Intern will do basic design and printing to wide format printers and will answer phones. Intern will be expected to use Photoshop and Illustrator and must be creative! This is a great experience to learn about the printing industry and further develop your graphic design skills.

Junior Production Artist (William Frick)**Pay:** \$8.50-10/hour**Hours:** 30 hrs/wk**Location:** Libertyville

Intern will create electronic production artwork for printing and manufacturing process in accordance to customer specifications; support creative team with layout, accurate revision and design implementations; operate digital printing equipment, cutters, laminators and engravers; and assist in all aspects of Artroom, Digital Printshop and Pressroom activities. Intern must be well organized and able to work efficiently on multiple projects to meet tight deadlines. Intern also must be able to implement quick and accurate revisions to match a client's, art Director's or other team member requests and have a willingness to learn and operate digital printing functions within an on-time delivery schedule. Candidates should also possess experience and applied knowledge in QuarkXPress, InDesign, Adobe Illustrator, and Adobe Photoshop.

Junior Web Designer (William Frick)**Pay:** \$8.50-10/hour**Hours:** 30 hrs/wk**Location:** Libertyville

Intern will create electronic design artwork for interactive media in accordance to customer specifications; support creative team with layout, accurate revision and design implementations; conduct Internet research; update code, tags and articles to support growth of all internal, external and micro-sites; create concepts in Photoshop, before implementing layout to hand code using WYSIWYG web design software. Intern must be organized and able to develop quality design and visual concepts through various interactive media to meet strict deadlines. They must work efficiently with a variety of members of the project team, managers and clients and possess an understanding of general design issues (layout, picture editing, image manipulation, typography and color for web and print). Web-orientated designers must have training in Macromedia Studio, Dreamweaver, Flash, Photoshop and/or practical experience with JavaScript, HTML, AJAX Script and WYSIWYG editors. Intern should also have a good understanding of interactive design principles, usability and online branding issues.

Flash Designer (Associates Management Center)**Pay:** \$12/hour**Hours:** 5-10 hrs/wk (or project based)**Location:** Glenview

Interns will use advanced Flash design skills and perform forms integration in Flash. Must have experience with action scripting and XML interfacing and will need to present a current website portfolio.

Graphic Artist (Movie Facts)**Pay:** \$8-11/hour**Hours:** 5 hrs/day M-F (25 hrs/wk)**Location:** Des Plaines

Intern would lay our business card-sized ads to appear in our brochures, as well as assist in monthly print deadlines. This is primarily production type work in a fast paced deadline-oriented business. Must be proficient in MAC platform, QuarkXPress, Photoshop, and Illustrator and have good design skills.

Graphic Artist/Product Designer (DM Merchandising Inc)**Pay:** \$10-12/hour**Hours:** 20-35 hrs/wk**Location:** Elmhurst

Projects will include product design, packaging design, catalog and print layout/design, photography, etc. Intern should be familiar with Macs, Adobe Illustrator, and Photoshop and capable of creating clipping paths.

BROADCAST/MEDIA

Promotions Intern (101.9 The Mix)

Unpaid Internship learning the general functions of the Promotions Department of a radio station. For more information, see www.wtmx.com or see the Internship Specialist.

Sales Intern (101.9 The Mix)

Unpaid Internship responsible for assisting sales staff in special projects, updating client database, conducting and compiling research into useful sales resources, coordinating mass mailings and general administrative duties. For more information, see www.wtmx.com or see the Internship Specialist.

Sales Intern (97.1 The Drive)

Unpaid Internship responsible for assisting sales staff in special projects, updating client database, implementing web and streaming sales initiatives, conducting and compiling research into useful sales resources, coordinating mass mailings, coordinating prize fulfillments and contest entries, assisting in the creation of client proposals and recaps and general administrative duties. For more information, see www.wdrv.com or see the Internship Specialist.

NON-PROFIT/HUMAN SERVICES/ ARTS/THEATRE

Arts Management Assistant (Northbrook Symphony)

Pay: UNPAID **Hours:** approx. 5-7 hrs/wk **Location:** Northbrook

Seeking an intern interested in symphonic music who can coordinate and develop student outreach activities, marketing, and public relations strategies, and some basic office responsibilities. Internship will begin in mid-late August. Intern must be available to work 4 hours on concert Sundays: Sept 28, Nov. 2, Feb 22, April 5, and May 3.

Production Intern (Skokie Theatre Music Foundation)

Pay: \$9-12/hour **Hours:** approx. 20 hrs/wk **Location:** Skokie

Intern will be actively involved in studying lights, sound, stage and front of house management, and selling merchandise at the Theatre. Candidates must have their own laptop; interns seeking college credit preferred.

HR Intern (Maryville Academy)

Pay: UNPAID **Hours:** 15-20/wk (flexible) **Location:** Des Plaines

Intern will assist with on-boarding and orientation tasks, provide administrative support such as data entry and filing, and perform recruitment tasks such as fielding/scanning resumes and sending applicants to hiring managers. Candidates should have strong written and verbal communication skills and be familiar with Microsoft Word, Excel, and PowerPoint.

Program Aide (Des Plaines Community Senior Center)

Pay: UNPAID **Hours:** 20/wk (flexible) **Location:** Des Plaines

Intern will plan programs and execute, help with event organization, and assist in raising membership numbers. Candidates should be great with people, have good communication skills, and be able to use a computer (Microsoft office).

Erickson Retirement Community

Unpaid internship opportunities in many disciplines (including marketing, finance, human resources, dining services, residential live, information technology, fitness/wellness, business administration, medical/healthcare, ministry, and security) at Monarch Landing in Naperville, an Erickson Retirement Community. See internship specialist for more information.

Teen Center Assistant (Niles Teen Center)

Pay: \$8.50/hour

Hours: 5-10/wk

Location: Niles

The Village of Niles is seeking a highly motivated and creative part-time Teen Center Assistant who enjoys working with teens. Responsibilities include assisting staff with ongoing programs, supervise teens at teen center and participate in trips. Flexible are hours a must and applicant must have experience working with youth. Good written and verbal communication skills, telephone etiquette and interpersonal skills are necessary.

Career Services Intern (Wings, Inc.)

Unpaid internship; WINGS is a non-profit social service agency that serves women and their children who are victims of domestic violence and/or are homeless. Intern will assist clients in securing and maintaining employment approximately two to three hours pre wk (some evenings and an occasional Saturday may be necessary). A six-month commitment is required. See Internship Specialist for more details.

Intern (Douglas Center)

Unpaid internship; intern will facilitate recreational activities, teach work skills, and provide counseling to people with disabilities. See Internship Specialist for more details.

Legal Interns (Citizen Advocacy Center)

Unpaid internships working on substantive legal projects; please contact the Internship Specialist for information on specific 2008 projects.

POLITICAL/LEGAL/GOVERNMENT

Legal Assistant (Law Offices of Anthony Suizzo)

Pay: \$9-10/hour

Hours: 20-25 hrs/wk

Location: Glenview

Assist one attorney (construction dispute practice) with word processing legal documents, court filings, filing, and scheduling court dates. Intern must be familiar with Microsoft office.

Legislative Internship (Illinois State Senator Dan Kotowski)

Unpaid Internship; Great opportunity for a college student who is interested in politics, law, criminal justice, and research to intern in the State Legislative office for Illinois State Senator in the 33rd District, in Mount Prospect, IL. (<http://www.senatorkotowski.com>). Intern will: Answer busy telephones and screen calls; Provide constituent services; Interact with other government agencies-federal, state, city and county; Maintain legislative database and create mail mergers; Organize events for residents of the 33rd District; and Other duties as assigned. Skills preferred: Knowledge of how the government functions; Microsoft Office skills; Excellent writing; Internet Research and Web Maintenance.

Congressional Campaign Interns (Congressman Mark Kirk)

Unpaid Internship; for further information, please contact the Internship Specialist.

Congressional Intern (Congresswoman Janice Schakowsky)

Unpaid Internship; for further information, please contact the Internship Specialist.

TECHNOLOGY

Web Technology Intern (Imperial Distributors)

Pay: tbd

Hours: 20 hrs or more/wk

Location: Elk Grove Village

Intern will be a major contributor in every phase of this technological innovation project. Intern will need out of the box thinking, familiarity with internet environment and how it related to e-stores and e-tail, extensive knowledge of MS Office suite, experience with Google tools (maps, Adwords, Search Methodology, Analytics/Omniture, Shopping, Email, etc.), knowledge of CRM systems (specifically in the open source environment), ability to work under deadlines, and excellent writing, communication, proofreading, and editing skills.

Web Designer (Options Travel)

Pay: \$10-15/hour

Hours: 10-20 hrs/wk

Location: Des Plaines

Intern will update current web sites and create new sites. Intern must be familiar with web design and should know how to fully build and edit them.

Project Staff Support Intern (John Crane)

Pay: \$10.50/hour

Hours: 25 hrs/wk

Location: Morton Grove

Responsibilities will be: update SharePoint lists and libraries; program in ASP, ASP.Net; create dynamic window forms; create web pages and web images; data entry; and administrative tasks as needed. Intern will be expected to use FrontPage 2005, Visual Studio, Dreamweaver/Fireworks, SharePoint, Adobe Acrobat, and Access database.

Administrative Staff Assistant (Flightcheck)

Pay: \$15-17/hour

Hours: approx. 40/wk

Location: Des Plaines

Intern will perform data migration, creating a large segmented digital document into a desktop publishing application. Candidates must be proficient in Adobe FrameMaker.

Web Applications Intern (Association Management Center)

Pay: \$15-20/hour

Hours: 10-20/wk

Location: Glenview

Intern will design web applications in a team environment. Preference for candidates who are familiar with OOP, PHP, asp.net, HTML, web applications, SQL based databases, Unix/Linux, JavaScript, and CSS. Candidates must be reliable and have good communication skills.

IT Intern – Network and Desktop Support (Cosi)

Pay: \$10-15/hour

Hours: 20/wk

Location: Deerfield

Intern will provide solutions to user problems and issues both on-site and in a help desk environment. Intern will also provide end-user training and install and configure P's (including patching, upgrades, hardware/software installations, database administrations, and troubleshooting). Additionally, intern will maintain the VPN and Dialup Service and will document work in Helpdesk and Change logs. Applicants must have proven success providing PC, MS Office, email, and network solutions utilizing on-site and help-desk mediums, strong IP networking skills, and excellent customer service and interpersonal skills.

IT Intern (Oxford Instruments)

Pay: \$12/hour

Hours: Approx. 20 hrs/wk

Location: Elk Grove Village

Intern will assist IT Manager with user and equipment support by acting as the initial contact for all intern and external technical support for computer workstation hardware and software, telephone, network, operating system, printing, and internet access problems. Interns will answer requests, diagnose problems, and provide corrective action; also will perform installs, upgrades, and moves for computer workstation hardware and software, printers, and other office equipment.

Software Quality Assurance (eTest IT)**Pay:** \$8-14/hour **Hours:** 20-40 hrs/wk**Location:** Wheeling

Intern will learn QA standards and tools, perform progressive software testing, and create documentation and record result for follow ups. We are a consulting company specializing in Enterprise Test Automation and offer training in testing field of software Quality Assurance.

Systems Administrator (Feldco Factory Direct)**Pay:** \$9-15/hour **Hours:** 20 or more hrs/wk**Location:** Norridge

The intern will be performing systems and networking administration; additionally, the intern will be assisting in the physical development of servers, networking equipment, and end-user tech support. Daily activities include maintaining user accounts, server setup and performance monitoring, station setup and takedown, relocation of servers, and network layout and setup.

MANUFACTURING/ENGINEERING/CAD/ARCHITECTURE/ETC.**New Machinery Sales (Poreba North America)****Pay:** \$10-12/hour **Hours:** 40 hrs./wk**Location:** Libertyville

Intern will be responsible for new machinery tool sales, basic computer work, and promotion.

Manufacturing Intern and Office Assistant (Hydro Flow Products)**Pay:** \$12/hour **Hours:** 25-35 hrs./wk**Location:** Arlington Heights

Intern will spend half of their time in clean, climate controlled manufacturing facility, building and packaging our flow test equipment line. The other half will be spent in the office preparing operating manuals and documents for the product, maintaining mailing list, and editing and adding leads into an Access database. Intern must be able to lift 45 lbs, be familiar with hand tools (screwdrivers, pliers, wrenches, electric drills, etc.), and be experienced in computer programs MS Word, Excel, and Access.

Maintenance Dept. Intern (John Crane)**Pay:** \$10.50/hour **Hours:** 40 hrs or less/wk**Location:** Morton Grove

Engineering co-op; put up signs, pipe labels, update asset # files, document PM for machine tools & HVAC equipment. Intern will be expected to use Word and Excel, and should have some engineering or technical courses, mechanical aptitude, and be able to carry and set up a 60 lb. ladder (some work requires being in ladder, roofs, or man lifts so intern should not be afraid of heights).

CAD Manager (Rosset Electric Co.)**Pay:** \$15-18/hour **Hours:** 40/wk (varies)**Location:** Chicago (Paulina)

Intern will make complete electrical drawings of buildings for permit. Intern should be proficient with electronic drafting, Auto CAD, and in using scale, symbols, and excel.

Geographic Information Systems Intern (Village of Algonquin)**Pay:** \$10/hour **Hours:** 40/wk**Location:** Algonquin

Intern will be responsible for assisting with updating, maintaining, attributing, and overall development of GIS for the Village. Fieldwork will be required in the case of data verification. Candidates should have completed at least 1 GIS course or had previous project work experience which utilized ESRI software, and be studying GIS, geography, computer science, or a closely related field. A valid driver's license is required, as well as basic knowledge of cartographic procedures (coordinates, projections, digitizing, etc.), ESRI software, and computer hardware.

Supply Chain Intern (Radio Flyer)**Pay:** \$12-13/hour **Hours:** 40/wk**Location:** Chicago (Grand)

Intern will work with the warehouse to archive all discontinued products, work with Supply Chain cleanup project, identify future process improvement opportunities, etc.