

Beulah's Place

Website www.beulahsplace.org

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Social Media/Marketing Research	High School or College	1		12/15/2017	2-5 hrs - Flexible
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

1. Gathering information from the Internet to create various list necessary to our marketing & fundraising needs.
2. Elevating out social media presence on Facebook, Instagram and youTube.

Educational Aspects

1. Teach the working of a non-profit organization.
2. Will give parameters of lists needed
3. Will provide instructions on what will be needed for the media presence.

Additional Requirements

- Supervisor is hugely allergic to smoke, pot and vaping smells. If student engages In any of these they need "Fresh" clothes to work in. Same with heavy perfumes.
- Intern has experience w/ Facebook, Instagram and youTube. Intern needs to know how to use google, etc.

Internship Requests Summary



BrightSide Animal Center

Website www.brightsideanimals.org

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Event-General Support	High School or College	1		4/15/2018	5-15
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

Helping with special events, dog training, cleaning kennels, front desk, cat socialization, we'd rotated so the intern could get an idea of all aspects.

Educational Aspects

Customer service and phone etiquette. Animal handling and care, public relations

Additional Requirements

Willingness to do anything required, even if it is gross or boring. Shelter work isn't just playing with animals.

Internship Requests Summary



Cove Palisades Resort

Website <http://covepalisadesresort.com/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Dock crew	High School (17/18)	3		5/1/2018	Minimum of 30
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$10.25 with opportunity of advancement	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Internship Description</u>	<u>Educational Aspects</u>	<u>Additional Requirements</u>			
Operation of rental equipment, customer service and general labor	Operation of watercraft, customer service, general business principles, teamwork	Oregon Boating License			

Internship Requests Summary



Diamond Refrigeration, LLC

Website www.diamondrefrigeration.net

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Service Technician Intern	High School (17/18)	1		3/19/2018	20-30 not to start later than noon each working day. No weekends.
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$11.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

Internship Description

Preventative maintenance work, cleaning HVAC units, checking overall operation of the equipment in the restaurant, being a hand for the technicians and has the potential to turn out as a technician in about 5 years.

Educational Aspects

Customer service relations, diagnosing skills, HVAC&R service tech training.

Additional Requirements

Anyone interested in this would need to pass a drug screening, have a good driving record, be safety orientated, be able to lift more than 50lbs and be able to climb ladders.

Internship Requests Summary



DynaCore Fitness

Website www.dynacorefitness.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Personal Trainer	COCC (18+)	1		2/12/2018	8-10
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid - Initially	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Internship Description</u>		<u>Educational Aspects</u>		<u>Additional Requirements</u>	
Learning how to apply personal trainer knowledge in person, membership and customer relations		Hands on training of clients, sales and training		- 2-3 months after start w/ potential of hire afterwards. - Personable, eager to learn, career oriented	

Internship Requests Summary



EQus Rising Learning Center & Ranch Retreats

Website equusrisingcoach.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Horse Handler, Equine Facilitated Learning	High School	1		2/15/2018	4-6
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

Intern will learn how to be an advocate for the horse during Equine Assisted Coaching and Learning and the basic skills required to work as part of the EFLC team. Intern will expand self awareness and leadership skills in relation to the horses, through hands on experience with horses in the EFLC setting. Intern will gain experience in grooming, animal communication and ground horsemanship.

Educational Aspects

Intern will learn EFLC Ground Horsemanship skills, basics of Equine Specialist, and Leadership skills.

Additional Requirements

This is a mostly outdoor position. Intern must be comfortable working outdoors in all kinds of weather. Position involves moderate lifting and moderate physical work. Horse experience is not required.

Internship Requests Summary



Glass Accents

Website www.glassaccentsbend.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Intro to Business- Construction Type Trades	High School (17/18)	1		4/23/2018	4-10
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid for first 30 days	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<u>Internship Description</u>	<u>Educational Aspects</u>		<u>Additional Requirements</u>		
Assist/Cleaning/Learning business & work aspects of construct type trades - Organizations and observing creation of construction.	Business processing - From reception to data entry. Ordering and Production Knowledge - Scheduling - Installation - Invoicing and Book Keeping		Honest Integral - Truly interested in the business		

Internship Requests Summary



Heart Of Oregon Corps

Website <http://heartoforegon.org>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Central Oregon Youth Conservation Corps	High School	1	5/1/2018	6/25/2018	32
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$10.25 (possible college scholarship)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

- * Make new friends while working alongside a crew of your peers
- * Learn about the beautiful public lands in your community
- * Earn school credit and scholarships
- * Build your resume and explore post-high school opportunities
- * Network with US Forest Service and natural resource specialists

Educational Aspects

- * 8 weeks of outdoors conservation work across Central Oregon (building fences, maintaining trails, cleaning campgrounds, etc.)
- * Program applicatns must be 15-18 years old
- * Earn minimum wage (and possible college scholarship!)
- * Serving Bend, Redmond, Sisters, Prineville, Crescent, La Pine, Madras, & Warm Springs
- Program Dates: June 25-August 16, 2018 (Mon-Thur 6:30/7:00AM-4:00pm-4:30pm)

Additional Requirements

- * Attend mandatory 2 hour orientation prior to employment.
- * This is not a residential program (no overnight projects/no camping)
- * Apply - www.hearoforegon.org

Internship Requests Summary



High Desert ESD

Website www.hdesd.org

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Interpreter-2	High School or College	1		1/17/2018	5-10
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<u>Internship Description</u>		<u>Educational Aspects</u>		<u>Additional Requirements</u>	
Interpreting services for schools in our Central Oregon School Districts		Interpreter meetings training to debrief & discuss any updates or upcoming conference requests (parent teacher conferences)		Interview, meet with HR monthly meetings (training)	

Internship Requests Summary



High Desert ESD

Website www.hdesd.org

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Interpreter-2	High School or College	1		1/17/2018	5-10
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<u>Internship Description</u>		<u>Educational Aspects</u>		<u>Additional Requirements</u>	
Interpreting services for schools in our Central Oregon School Districts		Interpreter meetings training to debrief & discuss any updates or upcoming conference requests (parent teacher conferences)		Interview, meet with HR monthly meetings (training)	

High Desert ESD

Website www.hdesd.org

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
HD-ESD-SpanishTutor-2	High School or College	1		1/26/2018	6.5 hrs/week, MON/TUE, 5:30p-8:30p, 66 days per year
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

The Plaza Comunitaria program is designed for Spanish-speaking families. The program operates two nights a week. Adults participate in both ESL classes and Spanish Basic Literacy classes, while their school age children receive tutorial support at the Homework Club and preschoolers ages 3 to 5 engage in educational activities. The Spanish Literacy Tutor works with adults at various educational levels individually or in small groups, using INEA (Instituto Nacional de Educación para Adultos) materials, as they work toward completion of the secondary mastery certificate. The ability to perform significant reaching, bending, stooping, crouching and lifting 50 pounds is expected. Must have access to reliable transportation, and consistent attendance is required.

Educational Aspects

Intern will be performing duties at the following locations:
Redmond High, Redmond/Bear Creek Elementary, Bend

Additional Requirements

QUALIFICATIONS

This position requires

- Strong bilingual skills Spanish - English
- Adult tutoring experience necessary in Math and Spanish Language
- Basic computer skills
- Team player

A COMPLETE APPLICATION INCLUDES

- Letter of interest stating how your background experience qualifies you to assume the responsibilities of this position
- Current résumé
- Completed application form (may be downloaded from HDESD website www.hdesd.org)
- Two (2) professional letters of recommendation

Internship Requests Summary



Highland Veterinary Hospital

Website <http://highlandvh.com/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Clinic Intern	High School	1		12/15/2017	5-10
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
<u>Internship Description</u>		<u>Educational Aspects</u>		<u>Additional Requirements</u>	
Tech -> work with Vet Techs in the back with the animals. Clerical-> Learn how the front desk runs.		Learn how animals patients are processed and treated. Learn how the front desk handles customers and patients.			

Juniper Golf Course

Website www.playjuniper.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Banquet/Event Server- Kitchen Prep/Dishwasher	Minimum 18 Years	2		2/20/2018	Variable-depending on events schedule
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$10.25/\$10.75 July 1	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

Depending on age of applicant: Kitchen prep; dish washing, food prep, line cook. Banquet; Set up and tear down for events, serving and bussing, customer service.

Educational Aspects

Applicant will need to be able to obtain OLCC servers permit as well as the Food Handlers Safety Card within 30 days of the start of Internship, proper food prep and safety. Banquet; proper use and care of equipment, standard English table setting, proper etiquette for service staff, customer service.

Additional Requirements

Interns needed:
Kitchen: 1-2 / Banquet 1-2

Back ground only necessary if the intern is to handle money.

Internship Requests Summary



Juniper Golf Course

Website www.playjuniper.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Golf Course Maintenance	Minimum 18 Years	5		4/1/2018	30
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$10.75	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<u>Internship Description</u>	<u>Educational Aspects</u>		<u>Additional Requirements</u>		
The intern will learn short term and long term activity of golf course maintenance	The students will learn the basics that are related to Science Technology, Engineering and Math that we use to operate the golf courses.				

Opportunity Foundation of Central Oregon

Website <http://www.opportunityfound.org/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Maintenance Intern	Minimum 18 Years	2		2/19/2018	15
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

They will accompany current Maintenance Technicians and be taught various aspects of how to schedule and complete fleet maintenance (including body work, oil changes, etc) for 50+/- vehicles across 11+ programs, how to perform building repairs on all of our properties in the tri-county area and seasonal landscaping at all of our residential homes and office buildings.

Educational Aspects

Fleet maintenance, building maintenance, landscaping and irrigation.

Additional Requirements

Internship Requests Summary



Opportunity Foundation of Central Oregon

Website <http://www.opportunityfound.org/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Retail/Human Services Intern	Minimum 18 Years	3		2/12/2018	16
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

They will shadow Quality Assurance Coordinators, Direct Support Professionals and the General Manager of the Thrift Stores and will learn about the importance of Quality Assurance and how it works, will get hands on experience supporting the clients that we serve (no personal care) and how clients are trained for different jobs. This will aide when they learn about person centered plans and attend ISP meetings.

Educational Aspects

Quality Assurance, ISP system, Person Centered supports, social work, I/DD system, some caregiving

Additional Requirements

Opportunity Foundation of Central Oregon

Website <http://www.opportunityfound.org/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Behavior Support Intern	Minimum 18 Years	1		2/12/2018	20
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

Will shadow current Behavior Professionals in all areas of duties in providing behavior supports, responding to crisis situations and writing Behavior Support Plans.

Educational Aspects

Experience with becoming a Behavior Specialist for the State of Oregon, multi-disciplinary team collaboration, how to work with other professionals and professional teams.

Additional Requirements

Internship Requests Summary



Opportunity Foundation of Central Oregon

Website <http://www.opportunityfound.org/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Nursing Intern	Minimum 18 Years	1		2/12/2018	TBD
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
Unpaid	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<u>Internship Description</u>		<u>Educational Aspects</u>		<u>Additional Requirements</u>	
Shadowing RN in all areas of duties		If the intern is not licensed or in a licensing program they may shadow only.			

Panacea at the Canyon

Website www.panacearesort.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Social Media and Website Marketing	COCC or OSU Cascades	1		2/1/2018	5
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$10.25	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

To manage the marketing side of social media and website for a luxury campground in Central Oregon

Educational Aspects

Candidate will be given exposure to the hospitality and tourism industry by receiving in depth knowledge of the property and its operations in order to create an effective marketing strategy via the company website, blog, and social media platforms. Position may also include photography and creative writing as well as guest services and sales.

Additional Requirements

Experience with the major social media platforms including Tripadvisor (Internet, Email, MS Office, etc.)
Position best suited for someone with interest in the Hospitality & Tourism industry. Ability to work independently and creatively to formulate a cohesive marketing strategy with quantifiable results. Position may also provide exposure to guest services and sales via email, phone and in person.

Internship Requests Summary



Pronghorn Resort

Website www.pronghornresort.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Pool Attendant	High School or College	4		5/2/2018	Flexible
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$11.00-\$12.00 DOE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

In this position, the intern will extend exceptional customer service to guests while maintaining the order of the pool area.

Educational Aspects

In this position, the intern will participate in hospitality training upon on-boarding, and will learn how to extend exceptional customer service to guests. Pool Attendants will learn about all property amenities and local area attractions, and will have an understanding of how to interact with guests in an informed, luxury service oriented way.

Additional Requirements

Internship Requests Summary



Pronghorn Resort

Website www.pronghornresort.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Room Attendant	High School or College	20		5/1/2018	Flexible
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$12.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

In this position, the intern will extend exceptional customer service to guests while maintaining the order and cleanliness of the residences and common areas.

Educational Aspects

In this position, the intern will participate in hospitality training upon on-boarding, and will learn how to extend exceptional customer service to guests. Room Attendants will receive extensive training regarding property amenities, lodging options, chemical safety, and 5-star luxury service standards. They will also receive training regarding Rooms Division and Guest Services operations in a luxury hospitality environment.

Additional Requirements

Internship Requests Summary



Pronghorn Resort

Website www.pronghornresort.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Dishwasher/Steward	High School or College	6		5/1/2018	Flexible
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$12.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

In this position, the intern is responsible for cleaning and sanitizing kitchen and dining room equipment, keeping kitchen work areas clean, emptying and removing all trash and recycling, and completing assigned prep work in accordance with Chef's specifications.

Educational Aspects

In this position, the intern will participate in hospitality training upon on-boarding, and will receive training regarding safety and sanitization standards in a back of house kitchen environment. The intern will also experience the fast pace of a 5-star resort kitchen, and will gain exposure to the back of house operations within a kitchen preparing fine dining and up-scale casual menus.

Additional Requirements

Quality Truss - Parr Company

Website www.parr.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Truss Builder	Minimum 18 Years	1		3/1/2018	Flexible 30-58 hrs a week
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$13.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<u>Internship Description</u>		<u>Educational Aspects</u>		<u>Additional Requirements</u>	
Working in a fast pace Manufacturing Environment Building Roof and floor Trusses		Safety Training, Basic shop drawing reading skills, potentially Forklift Certification		Must be able to stand for long periods of time and lift up to 50 pounds on occasion.	

Internship Requests Summary



Ridgeline Metal, Inc.

Website <http://www.ridgelinemetals.com/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Production Assistant	high School Graduate(18+	1		4/1/2018	Flexible
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$10.50	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

Qualified candidate will support all production employees. Typical duties include material handling/packaging which includes the handling of sheet metal. Additional duties include the loading of products for customers, gathering material necessary for loading and deliveries and overall shop assistance.

Educational Aspects

Depending on the length of time that an intern will be employed, training could be limited to forklift operation, paperwork flow management, safe material handling practices, inventory procedures and shop maintenance. If time allows, machine operation could be a part of the training, which would include shearing steel operations, mechanical break operations, roll-forming machine operations and sheet-metal slitting operations.

Additional Requirements

Sleep Inn & Suites of Redmond

Website www.sleepinn.com

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Front Desk Agent - Internship	High School (17/18)	1		4/28/2018	20-30
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$11.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Internship Description

Front Desk Agents are responsible for reservations, check-ins, and check-outs. High focus on customer service with the ability to multi-task various duties.

Educational Aspects

No education required, and all employees are trained on site with multiple shifts completed with a supervisor before working on own.

Additional Requirements

We are looking for someone who understands that customer service is the key to success. Great eye contact, engaging, and people friendly are a must in this industry. Basic cash handling, sales, and telephone skills are a focus.

Internship Requests Summary



Sunwest Builders

Website <http://www.sunwestbuilders.com/>

<u>Internship Title</u>	<u>Type Of Student</u>	<u>Interns Needed</u>	<u>Application Deadline</u>	<u>Start Date</u>	<u>Hours/Wk</u>
Construction General Laborer and Carpenter	Minimum 18 Years	1		5/14/2018	12-15
<u>Hourly Rate</u>	<u>Interview</u>	<u>General Computer</u>	<u>Drug Screening</u>	<u>Background Check</u>	
\$11	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Internship Description

Working on the Redmond Historic Hotel Renovation as a general laborer and carpenter's assistant. He or She will be attending safety meetings, assisting with Job site cleanup and learning beginning carpenter skills as the opportunities arise.

Educational Aspects

Beginning carpentry skills and general knowledge of a working construction jobsite.

Additional Requirements

Personal Protective Equipment will be provided by employer (Hardhat, Safety Vest, Safety glasses, ear plugs and gloves) Work boots and pants are the employee's responsibility. Selected intern will need to pass drug screen and attend a new employee orientation and a safety orientation before starting work.