

Location: Lee County

City: Leesburg

Department: Planning, Zoning and Engineering

Contact: Rozanne Braswell

Phone Number: (229)759-6000

Email: [rozanne.braswell@lee.ga.us](mailto:rozanne.braswell@lee.ga.us)

### **Description**

Lee County is in the process of developing a countywide GIS database and needs assistance with this task. The intern's primary responsibility will be analyzing data, and creating and updating GIS layers, specifically tax parcel data and zoning changes. The intern will also assist in address verification to be used in the 911 emergency operations system and the 2020 Census. The county will provide additional training on GIS software and GPS Trimble 2008 series as part of the internship.

### **Qualifications**

Intern candidates should have the ability to work with ESRI ArcGIS Desktop to perform data conversion/editing, spatial database management and map production, have strong attention to detail and tolerance for data focused tasks, have a valid driver's license and good driving record, and exhibit organizational, teamwork and project management skills. Preference will be given to candidates pursuing a degree in geography, science, planning, GIS or related field.

Lee County, Georgia is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the county will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

**To apply for this position**, fill out and save the County Application Form to your computer, then submit to the [County Supervisor](#) listed above by email.

Date Posted: 04/04/2018

Deadline to Apply: May 1, 2018

Start Date: Varies. Contact County

Duration: Summer 2018

Hours Per Week: Varies. Contact County

Salary: \$10/hr

## COUNTY INTERNSHIP APPLICATION

APPLICANT INFORMATION			
Last Name		First	Date
Street Address			Apartment/Unit #
City		State	ZIP
Phone		E-mail Address	
Date Available to begin work			Full Time or Part Time
Position Applied for			
Department			
EDUCATION			
<i>To check a box, double-click and under Default Value select Checked</i>			
Name of College or University			
Number of Years Completed	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/Major	
Name of College or University			
Number of Years Completed	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/Major	
Name of College or University			
Number of Years Completed	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree/Major	
REFERENCES			
<i>Please list at least two professional references ( academic or employment related )</i>			
Full Name		Relationship	
Company		Phone (    )	
Address			
Full Name		Relationship	
Company		Phone (    )	
Address			
Full Name		Relationship	
Company		Phone (    )	
Address			

**OTHER**Computer PC      YES       NO Computer MAC      YES       NO Applications and/or  
Other Skills

**To apply, complete and save this document to your computer, then submit this application along with a resume to the county contact person listed on the job posting for which you are applying.**