



Tuolumne County IT Department

Information Technology Internship Program

Tuolumne County Information Technology

1015 Morning Star Dr.

Sonora, CA 95370

Phone (209) 536-2365

Purpose:

The purpose of the TCIT Internship Program is to find and develop talent, both for the County's own improvement and the betterment of the local community. This program is intended for individuals with technical interests and limited to no professional experience.

Requirements:

One semester of technology-oriented classwork, plus a personal love of technology. Technical affinity highly desired. Experience with hardware, software, smartphones, IoT devices a plus.

Duties:

Duties will include but are not limited to – hardware and software deployment, repair, troubleshooting; inventory management; clerical duties; technical research and training; technical documentation; customer service and support; or any other task as required. May work for additional departments other than IT, performing tasks requiring technical skill.

Department-sharing:

Departments other than IT may request technically skilled interns to regularly perform mundane tasks that require a degree of technical expertise.

Schedule:

Hours and scheduling are flexible, to accommodate schooling or other employment. However, typical working hours will be during normal business hours, M-F 8:00-5:00, excluding holidays. 8-hour/week minimum required, 20-hour/week maximum.

Classification: Vocational Trainee

Pay rate: \$16.63 / hour

For more information or to submit a resume and cover letter, contact:

Trevor Gregg

Supervisor IT Service Desk, County of Tuolumne IT Department

ITInternship@co.tuolumne.ca.us