Job Title: 002WST - Governor's Summer Intern

Requisition ID 316762 - Posted 02/03/2022 - Transportation 00800 - INDOT - Technical Services 1 065121 - DOT Crawfordsville Dist 0000000469 - Intern & Seasonal

Work for Indiana

Grow your career with the State of Indiana! With more than 50 executive branch agencies, the State of Indiana is a diverse workforce offering employees stimulating and challenging projects across a broad scope of career opportunities. As a State of Indiana employee, you impact the well-being of Indiana’s communities every day.

At the State of Indiana, we don’t just talk about diversity and inclusion – Our goal is to create a welcoming, accessible, and equitable workplace, with a workforce that is representative of the State of Indiana population. We are proud to be an equal opportunity employer.

About Indiana Department of Transportation:
The Indiana Department of Transportation (INDOT) provides a dynamic workplace that serves Indiana citizens, improves our state’s quality of life, and enhances its economic opportunity. INDOT has a number of innovative programs and projects, including Public-Private Partnerships, Green Initiatives, and cutting-edge uses of materials and assets. As part of the State of Indiana, INDOT offers a competitive total compensation package, as well as outstanding work/life balance. Whether you are an established professional in the transportation field or just starting your career, INDOT has exciting and challenging opportunities for you.

The salary for this position is $13.21 an hour.

Intern will assist the District Traffic Engineer in obtaining and assessing interstate emergency (alternate) route signage in the Crawfordsville District. The results of this project will help improve the safety of the traveling public. The intern will also assist the District Traffic Engineer in assessing interstate interchanges in the Crawfordsville District. This includes hospital signage and trailblazing, route marker assemblies, and distance signs. The results of this project will help improve the safety of the traveling public.

About the Job:
This program is designed to give college students real-world, hands-on experience in their desired field of study to enhance marketability upon graduation. Participation in the Governor’s Public Service Summer Internship will offer students a multitude of experiences including networking with state employees, resume building and soft skills workshops, agency head panels and much more.

A Day in the Life:
The essential functions of this role are as follows:

- Identify and execute one major project related to agency needs and academic area of study
- Create, develop, and sustain the programmatic efforts for the assigned discipline
- Analyze data and feedback to provide recommendations
- Partner with other relevant stakeholders to promote and enhance the quality of projects
- Collaborate with State of Indiana agencies to ensure effective implementation of internal and external initiatives

The job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee. Other duties, responsibilities and activities may change or be assigned at any time.

What You’ll Need for Success:

- Must be currently enrolled as an undergraduate or graduate with an accredited post-secondary institution and have completed at least one (1) year of undergraduate education.
- Academic work in related field
- Excellent oral and written communication skills
- Ability to analyze data sets related to discipline
- Ability to build relationships, establish credibility, and influence leaders at all levels
- Ability to conduct well-informed research
- Ability to solve complex, critical problems
- Ability to review and make recommendations on proposed changes to relevant policies and procedures
- Ability to maintain confidentiality
**Supervisory Responsibilities/Direct Reports:**

**Benefits of Employment with the State of Indiana:**
This seasonal position does not offer benefits and is limited to 180 working days in an eleven (11) month continuous period

**Equal Employment Opportunity:**
The State of Indiana is an Equal Opportunity Employer.