



JOB OPENING

Landscape Architecture/GIS Intern

The mission of the Forest Preserve District of Kane County is to acquire, hold and maintain lands within Kane County that contribute to the preservation of natural and historic resources, habitats, flora, and fauna; and to restore, restock, protect and preserve such lands for the education, recreation, and pleasure of all its citizens. Our goal is to preserve and restore the nature of Kane County.

The Planning & Development Department has one (1) full time Landscape Architecture / GIS Intern position available for the 2015 season.

DATE POSTED: JANUARY 2, 2015

HOURS: 8:00 AM – 4:30 PM, MONDAY – FRIDAY LIMITED TO A 40-HOUR WORKWEEK.

SALARY: \$8.25 PER HOUR

APPLICATION DEADLINE: OPEN UNTIL FILLED
All candidates must apply on-line at:
<http://www.kaneforest.com/employment/apply.aspx>
Must include a resume and two (2) letters of recommendation.
Letters of recommendation can be mailed separately.

ESSENTIAL DUTIES/RESPONSIBILITIES:

- Develop site plans, grading plans and details using AutoCAD.
- Assist with construction bid documents.
- Assist with field work (ex. surveying, measuring, field documentation, construction observation etc.).
- Develop maps in ArcMap.
- Locate trails and preserve amenities using GPS data collection system.
- Transfer location information to GIS file system.
- Assist with trail and preserve master planning.
- Assist with development of interpretive signage projects.
- Research master files for land ownership information.
- Other duties as assigned.

QUALIFICATIONS:

- Experience with AutoDesk Map, GIS software (Arc Map), GPS equipment and data collection software, Microsoft Office software.
- Experience in landscape planting and construction practices. Knowledge of native Illinois plant species.
- Suggested class work experience: Completion of 3rd year of college in one of the following areas – Landscape Architecture or Civil Engineering
- Ability to work outdoors under adverse weather and terrain conditions.
- Enthusiastic, courteous, positive attitude and team spirit. Able to work independently, a self-starter.
- Current and valid Illinois driver's license that is free from suspension or revocation during term of employment; must maintain insurability with the District's fleet carrier.
- Must be 18 years of age or older.

CONTACT US: Forest Preserve District of Kane County
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Web: <http://www.kaneforest.com/employment/apply.aspx>

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