



# SAUSALITO-MARIN CITY SANITARY DISTRICT

## Internship Program

The Sausalito-Marin City Sanitary District (SMCSD) has an exciting opportunity to participate in the District's Internship Program. The program will provide valuable work experience for a possible career in the wastewater or environmental field. There are two (2) Temporary District Intern positions available. Each internship period will be for approximately seven months. The selected candidates will work under the direction of facility staff and assist with maintenance of the District wastewater treatment and sewer collection systems.

### The Organization

The SMCSD provides wastewater conveyance and treatment services to the City of Sausalito, unincorporated communities of Marin City and Tamalpais Valley and parts of the Golden Gate National Recreation Area. The District headquarters is located in the City of Sausalito off Fort Baker Road. The District has twelve employees and is governed by a knowledgeable, dedicated and community-oriented Board of Directors.



### The Position and Requirements

Under supervision of operations and maintenance staff, the interns will learn the basics of wastewater treatment and sewage collection and conveyance. The interns will be provided an opportunity to both observe activities and participate in hands-on training when appropriate. The District will assist the interns in applying for a SWRCB wastewater OIT certificate and enrollment in the Sacramento State University wastewater I correspondence course. The interns will also be assigned duties such as grounds maintenance, facility housekeeping, cleaning and organizing work areas and vehicle and equipment cleaning. At the conclusion of their internship, the interns will be asked to write a summary of their experience to be presented at a District Board meeting.

The position is a temporary at-will position. Compensation is on an hourly basis. The payrate will be \$10 to \$13 per hour depending on qualifications. Aside from hourly pay, no other benefits will be provided. The workweek is 32 hours, from 7am to 3:30pm. Days of the week can be flexible. The position shall not exceed 975 total work hours (about 7 months) in the fiscal year.

The requirements for the position are as follows:

- Must be 18 years of age or older.
- Graduation from high school or the equivalent.
- Possess and maintain a valid California Driver's License and have a satisfactory driver's record.
- An interest in the wastewater or environmental field as a career is highly desirable.
- Some experience in construction, maintenance or repair work is desirable.
- Preference will be given to candidates within the SMCSD service area.

### Recruitment Process

To apply, candidates must submit a fully completed and signed SMCSD application (a resume also suggested) to the Sausalito-Marine City Sanitation District, Internship Program, P.O. Box 39, Sausalito CA 94966. There is an open application period for the Internship Program. Applicants can apply at any time and will be invited when positions are available. An application is available on the District website at [www.smcsd.net](http://www.smcsd.net).

Selected candidates will be invited to participate in an oral board interview. Applications considered for appointment will be required to undergo a background check and medical exam, including a drug test.