



Service
Performance
Integrity
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Innovation
Teamwork

Human Resources
625 Court Street, Rm. 101
Woodland, CA 95695
Phone: (530) 666-8055
Fax: (530) 666-8049

www.yolocounty.org

Application Process

To apply for a Summer Internship, please submit a completed County of Yolo Employment Application by the application deadline.

Applications may be submitted online at www.yolocounty.org, by fax at (530) 666-8049, or in person Monday through Friday, 8 a.m. to 5 p.m. at 625 Court Street, Room 101, Woodland, CA 95695. To request an application be mailed to you, please call the Jobline at (530) 666-8159.

Alcohol and Drug Test

In compliance with the Drug-Free Workplace Act of 1988, Yolo County is committed to maintain a workplace that is free of drugs and alcohol. As a routine part of the pre-employment process, candidates who receive a contingent job offer for a paid position shall be subject to an alcohol and drug test. Additionally, Yolo County requires a background check that includes submission of fingerprints records to the Department of Justice and, as needed, the Federal Bureau of Investigations.

Commitment to Workforce Diversity

Yolo County is an **Equal Opportunity Employer** committed to obtaining a diverse employee workforce properly reflective of the population we serve. We are committed to an environment where differences are valued and all County employees are a productive part of a high performing team delivering quality services to our clients. A focus of the County's commitment is to increase the diversity among County management and professional occupations. We invite and encourage all persons interested in seeking career with Yolo County to apply.

Note: The provisions of this bulletin do not constitute an express or implied contract. Any provision contained in this bulletin may be modified or revoked without notice.

**YOLO
COUNTY**

**JOB INTERN TRAINEE
Summer Internship for
College Students**



**For College Students
Age 18 and above
\$8.00—\$20.00**

**Application Deadline:
MAY 31, 2008**

The Program

The County of Yolo Human Resources Department is pleased to announce the 2008 Summer Intern Program. This is an intern program open to College students age 18 and above. Internships will be paid, and are given based on what is the best placement for both the student and the department. All internships are part-time and hours are flexible in order to meet the needs and desires of the student.

Benefits of the Program

The Summer Intern Program was developed to introduce College students to public service as a career option as well as to assist them in gaining experience in a job area or in exploring career opportunities. Students have the opportunity to be placed into an internship position that matches his or her future career and college goals.

Essential Functions of the Position

The following duties are typical of those performed by incumbents in this internship position; however, assignments may vary greatly, and duties will vary according to the department and assignment:

- Interacts with members of the public;
- Researches requests for information;
- Learns interview, research, investigation, counseling and other techniques utilized in job assignments;
- Prepares and writes reports;
- Build and maintain relationships with community organizations serving the public.

The Positions

Internship opportunities are available in a variety of County departments. Some ideas of intern placements include:



Agriculture

Public Health

Administration

Public Works

Employment and Social Services

Parks and Resources



Law Enforcement

Selection Process

All students who submit an application will be invited to an informal interview tentatively scheduled for the afternoons of June 4 and June 5. During the interview, the student will be asked to discuss personal interests, career goals and/or college goals. Every effort will be made to match each student with a County department and/or internship that matches the student's interests and future goals.

About Yolo County

Yolo County was one of the original 27 counties created when California became a state in 1850 and is now home to over 180,000 people. Nearly 85% of the population lives in the County's four cities: Davis, West Sacramento, Woodland and Winters. Sacramento, the State Capitol, is located 20 miles southeast of Woodland. It's close proximity to the Sacramento International Airport, as well as two interstate highways, places Yolo County within a major transportation hub of the state. Traditionally, farming and ranching activities have played an important role in making Yolo County one of the leading agricultural producers in the nation.

There are excellent leisure-time and cultural opportunities in Yolo County and nearby Sacramento. The Woodland Opera House and Mondavi Center for the Performing Arts host a variety of high-quality events and there are several excellent amateur theater groups. For outdoor activities, there is whitewater rafting along Cache Creek, bicycling on scenic country roads, and fishing and water-skiing along the Sacramento River. West Sacramento has AAA professional baseball, nearby Arco Arena is the home court for the Sacramento Kings NBA team, and there are numerous locally organized sporting activities for all ages, including softball, volleyball, basketball and soccer.

The County is home to the University of California, Davis with its 3,600-acre campus and a student population of more than 25,000. Other county educational institutions include Woodland Community College and several excellent public school districts.