




Intern Opportunities

Position (Non-Paid):	Special Needs/Transportation Assistance Intern
Department:	Emergency Management
Duties:	<p>This position assists the Healthcare Coordinator administer the Special Needs Sheltering / Transportation Assistance program. Tasks include:</p> <ul style="list-style-type: none"> • Receiving medical information • Entering form information into a database • Maintaining the database • Working with other County departments, fire districts, and other medical facilities to help facilitate the program • Answering inquiries from the public <p>Whenever the Emergency Operations Center is activated, this position is optional, but in the event of an activation, the intern will follow pre-activation procedures to prepare the transfer of duties to the Citizens Information Center.</p>
Location:	10750 Ulmerton Road Largo, FL 33778
Map:	gmap 
Schedule:	Flexible for 3 or more months
Additional Information:	<p>High reliability, data entry, and customer service experience needed. Must be a college student in a relevant field of study, such as emergency management, health care, public administration, and communications.</p> <p>Because Emergency Management operates out of the Public Safety Complex, which is a secured facility, a second level of security clearance is required.</p>
Facility Operating Hours:	Mon. – Fri., 9 a.m. to 5 p.m.
Contact:	Mary Burrell at (727) 464-3815 or by email .
How to Apply:	First contact the department to discuss the position. Then complete the brief internship application .

Thank you for your interest in internships at Pinellas County!