INTERNSHIP DESCRIPTION
MATE CENTER INTERNSHIP PROGRAM

Name of your organization:_____

Name of contact person:_____ Phone:_____

Email address:_____ Fax: _____

Please provide us with a brief description of the internship that we can distribute to students via email and post to the MATE website:

Please provide us with the following information:

Duration of the internship:_____
Preferred start date:_____
Preferred end date:_____
Location of worksite:_____

Number of positions:_____

Pay rate:
- ❏ unpaid
- ❏ hourly wage: $_____
- ❏ stipend: $_____
- ❏ scholarship: $_____

If the above description does not specify the intern's activities, please briefly list the main skills that the intern can expect to develop/utilize below:

_____

_____

Please check any particular skills that you are looking for in an intern:

- ❏ demonstrated ability to meet deadlines
- ❏ strong writing skills
- ❏ MS Office
  - ❏ MS Word
  - ❏ MS Excel
  - ❏ MS PPT
- ❏ statistics
- ❏ computer programming language
  - ❏ C or C++
  - ❏ JAVA/PERL
  - ❏ other:_____
- ❏ website development/HTML
- ❏ database management/spreadsheet
- ❏ knowledge of GIS/GPS
- ❏ biological field survey/sampling methods
- ❏ geological field survey/sampling methods
- ❏ water quality sampling
- ❏ laboratory safety/protocol
- ❏ electronics training
- ❏ construction training
- ❏ mechanical aptitude
  - ❏ hydraulics
  - ❏ pneumatics
  - ❏ welding
- ❏ HAZWOPPER certification
- ❏ diving certification
- ❏ knowledge of marine safety
- ❏ foreign language:_____
- ❏ other:_____
- ❏ other:_____
- ❏ other:_____

Additional information or comments: _____

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How would you like to arrange the intern selection process?

- ❏ Please have all interested applicants contact my organization directly.
- ❏ Please fax me the resumes and applications of the five best applicants.
- ❏ I would like the MATE Center to select an intern for me.

Thank you again for your time! We will begin screening potential interns for your organization as soon as soon as we receive your response.

Please return this form to the MATE Center Internship Program, 980 Fremont St., Monterey, CA 93940, or fax it to us at (831) 646-3080, attn: Internship Coordinator.