STATE OF NEVADA

OFFICE OF THE ATTORNEY GENERAL

555 East Washington Ave., Suite 3900
Las Vegas, Nevada 89101

CATHERINE CORTEZ MASTO
Attorney General

KEITH G. MUNRO
Assistant Attorney General

GREGORY M. SMITH
Chief of Staff

Open Competitive Internship Announcement

WEBMASTER INTERN

POSITION SUMMARY

This internship will require analysis, design, development, implementation and maintenance of web and applications development related projects. Other duties may be assigned as required. This intern position will be assigned to the Attorney General's Office IT division in Las Vegas, Nevada.

DUTY STATION: Las Vegas Attorney General Office

DEADLINE: The deadline to submit application/resume is ongoing until filled

POSITION STATUS: Internships with the Attorney General's office are contingent upon completion of NCIC/NCJIS and a fingerprint criminal history check. This is a temporary internship ending on or before August 2012.

QUALIFICATIONS

MINIMUM EDUCATION AND BACKGROUND: Student or degree from a two year accredited college or university in computer science or information systems, web development and designs, applications development and design or equivalent. Applicants must possess a valid Nevada driver's license at the time of appointment.

SKILLS REQUIRED: Applicants must possess skill in website design, graphic design (Photoshop) and web coding (C++, ASP, JAVA). Applicants must have strong work ethic and new media skills. Interns selected for this position must also have excellent time management skills and good interpersonal skills.

PHYSICAL DEMANDS: This position requires mobility to work in a typical office setting and to use standard office equipment. This position also requires vision to read printed materials and a computer screen; and hearing and speech to communicate in person and over the telephone. The applicant must be able to speak in a clear and understandable manner, and to hear and respond to questions posed. Reasonable

accommodation may be made for some of these physical demands and for otherwise qualified individuals who require and request such accommodation.

This position announcement lists the major duties and requirements of the job and is not all-inclusive. The successful intern/interns may be expected to perform additional job-related duties and may be required to have or develop additional specific job-related knowledge and skills.

TO APPLY

Interested applicants must email resume, 2 professional references, 2 examples of graphic designs, 2 websites, 2 web coding samples, and a list of experience of website design to:

Kathy Luna, Intern Coordinator
Office of the Attorney General
555 E Washington Ave, Suite 3900
Las Vegas, NV 89101
TELEPHONE: (702) 486-3156
FAX: (702)486-3416
EMAIL: kluna@ag.nv.gov

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