

Gradworks Internship Number: 442

Company Name: SaskEnergy
Location: Regina
Number of openings: 1
Wage: \$3,224 (Monthly)
Resume Deadline: May 7, 2009 by 4:00 PM
Start Date: June 16, 2009
End Date: June 15, 2010

Gradworks Intern Development Program

The Gradworks Intern Development Program is designed to provide recent post-secondary graduates with challenging and career-focused positions within our network of Saskatchewan employers. These full-time internship positions of 12 months in length are intended to allow recent post-secondary graduates the opportunity to gain experience and to develop specific career-related skills. To be eligible for a Gradworks internship you must be a recent college, technical institute or university graduate, have little or no relevant work experience in your field of study and be eligible to work in Canada.

Internship Information – Community Involvement Assistant

SaskEnergy is Saskatchewan's natural gas distribution company, a provincial Crown corporation with roots of more than half a century in Saskatchewan employing nearly 1,000 people throughout the Province. SaskEnergy delivers the benefits of safe, convenient and environmentally friendly natural gas to more than 342,000 residential, farm, commercial and industrial customers throughout Saskatchewan. We purchase natural gas from independent suppliers and transport it through our 65,000-kilometer distribution system to 92% of Saskatchewan communities.

Responsibilities:

- Range from daily or weekly tasks to major project-based work depending on the sponsorships that are in negotiated throughout the year.
- Responsible for managing is the TeamEnergy campaign. This initiative will require event planning, media contact, awards presentations, as well as planning for print production for the next year's campaign. This is a major initiative that will provide well rounded public relations experience.
- Opportunity to participate in advertising work including the development of print or television ads, depending on funding decisions. There are also other advertising requirements in the department that will assist with that will provide excellent experience for persons interested a public relations, marketing or communications field.
- Assist with events such as our annual summer employee "Spirit Day" celebration, the Summer Sizzle community barbecue program or any other SaskEnergy community relations efforts we undertake.

Qualifications:

- Degree or Diploma in Business Administration or Commerce (Major in marketing, public relations, communications) or a Degree in Journalism or equivalent.
- Excellent written, group and oral communication skills
 - Excellent interpersonal skills with the ability to exercise judgment when responding
 - Strong organizational skills with the ability to handle multiple tasks
 - Volunteer experience
 - Strong leadership skills

Additional Information:

The Gradworks Program supports the values of workplace diversity and employment equity. Applications are encouraged from people of Aboriginal ancestry, persons with disabilities, members of a visible minority and women.

How To Apply:

Please apply through the Gradworks website at www.gradworks.ca using your online cover letter and resume, including references. **Your application will not be considered unless you have submitted both a cover letter and resume. The completion date of your post secondary education must be stated in your resume in order to be considered for the position. Please include the month of completion if your education was completed in the current year.**

Contact Information:

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