

**Gradworks Internship Number: 468**

Company Name: SaskPower  
Location: Regina  
Number of openings: 1  
Wage: \$3,224 (Monthly)  
Resume Deadline: September 10, 2009 by 4:00 PM  
Start Date: October 16, 2009  
End Date: October 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 – SaskPower Interactive Communications Coordinator**

**Responsibilities:**

- Coordinate content planning, production and implementation
- Conduct audits of existing content and liaise with other business units to ensure that content is current, accurate and meeting business requirements
- Conduct content migration activities and prepare accompanying documentation
- Analyze traffic patterns on SaskPower's websites to provide statistical and correlation reporting to stakeholders
- Contribute to the daily operations and maintenance of SaskPower's websites
- Continually develop knowledge of emerging trends in the interactive communications and web technology fields
- Other related duties as assigned

**Qualifications:**

Bachelor's Degree in English, Journalism, Internet Communications, or related discipline.

- Knowledge of Business software, including Microsoft Office. Familiarity with Adobe Creative Suite products (Photoshop, Illustrator) preferred.
- Excellent understanding of current technologies and anticipating future trends
- Strong verbal and written communication 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](http://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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