

Gradworks Internship Number: 504

Company Name: SaskPower
Location: Regina
Number of openings: 2
Wage: \$3,224 (Monthly)
Resume Deadline: March 11, 2010 by 4:00 PM
Start Date: April 16, 2010
End Date: April 15, 2011

Gradworks Intern Development Program

The Gradworks Intern Development Program is designed to provide recent post-secondary graduates with challenging & 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 & 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 & be eligible to work in Canada.

Internship Information –SaskPower Employee Reporter

The Employee Reporter will join a team of internal communication specialists and assist in the delivery of employee stories with a newsroom approach.

Responsibilities:

The Employee Reporter will be responsible for writing/editing and video production of multi-audience requirements for various communications vehicles, including the company Intranet and employee magazine

Qualifications:

University degree in Journalism or English

- Applicants require strong writing, editing and proofreading skills, as well as photography and video shooting and editing skills.
- Good organizational skills and attention to detail is a must.
- Applicants require some knowledge of public/private sector communications, and multi-audience/multi-media communications.
- Knowledge of communications principles and practices, problem solving, entrepreneurial focus, and interpersonal skills is essential.
- Knowledge of business software including Microsoft Office and Lotus Notes is preferred.
- Knowledge of new media would be an asset.
- A valid Saskatchewan driver's license. Travel within Saskatchewan will be required.
- All applicants who proceed to the interview stage will be required to submit writing and video production samples.

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 visible minority and women.

How To Apply:

Please apply through the Gradworks website at www.gradworks.ca using your online cover letter & resume, including references.

Your application will not be considered unless you have submitted both a cover letter & 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:

Toll free (877) 789-4723
Phone (306) 787-3639
Email: gradworks@cicorp.sk.ca
Website: www.gradworks.ca