



Eastern Band of Cherokee Indians Workforce Internship Program

DIVISION: Operations

PROGRAM: Water Treatment

JOB TITLE: Water Treatment Lab Assistant Intern

Overview:

The EBCI Workforce Internship Program provides interested young adults with the opportunity to gain professional work experience. This is a great opportunity for an individual who likes a variety of work, working with a diverse team that supports the Operations and Maintenance of the Eastern Band of Cherokee Indians. Many of our past Summer Helpers have moved on to fully benefited positions!

Water Treatment Purpose:

Cherokee Water Treatment Provides Safe potable drinking water, adequate to meet the demands of the Qualla Boundary and all the outlying communities.

Key Responsibilities:

- Supporting Daily Operations: Help transport and organize materials, tools, and equipment to and from the job site, ensuring they are readily available for use.
- Prepare work areas by cleaning and organizing spaces, removing debris, and ensuring a safe working environment.
- Participate in various phases of a planned training and evaluation internship program; collaborates closely with assigned mentor(s).
- Perform general Laboratory equipment checks and maintenance.
- Perform laboratory tests under the supervision of the mentor
- Attend and participate in staff meetings, training and workshops which provide for an increasing awareness of general knowledge of programs and current practices.
- Perform basic skilled tasks under the supervision of experienced skilled workers.

- Follow all safety protocols and procedures, wearing appropriate personal protective equipment (PPE) and participating in safety meetings.
- Practice safe handling of chemicals (transport, transfer, and dosing).
- Clean, maintain, and store tools and equipment properly to ensure they are in good working conditions.
- Assist in maintaining accurate records of work performed, materials used, and any issues encountered during the project.

Internship Expectations:

- Maintain professionalism.
- Have a positive attitude.
- Foster teamwork to build relationships and complete projects.
- Display interest and willingness to learn.
- Adhere to the respective dress code.
- Communication should be respectful and appropriate with peers, colleagues, supervisor(s), and residents.
- Meet work schedule and job expectations.
- Follow the safety guidelines provided on behalf of the EBCI tribal government.

Required Qualifications:

- Must be between the ages of 18 – 24.
- Able to provide own transportation to the work site(s).
- Able to work 40 hours per week.
- Able to commit to **ALL** program dates and program events (multiple absences will result in dismissal from the program).

Benefits

- Pay rate: \$15/ hour

Click here to apply: <https://publicservices.powerappsportals.com/Internship-Program-Application/>