



2020

Summer Internship Announcement Chesterfield County

Human Resources
P.O. Box 40
Chesterfield, VA 23832
804-748-1551
www.chesterfield.gov/internships

Department: Utilities – Finance and Administration Division

Program Dates: May 18– July 24, 2020
20-24 hours per week
\$12/hour (undergraduate) \$14/hour (graduate)

Who we are: The Chesterfield County Department of Utilities is a public utility that uses state-of-the-art technology to deliver the highest quality service to its customers. The department provides water service to more than 112,000 customers and wastewater service to more than 95,000 customers in the county. It works with an annual operating budget of \$73.6 million, has 303 full-time positions, owns one water treatment plant and two wastewater-treatment plants, and controls 24 water-storage tanks and 39 pump stations.

What you will learn: This internship will provide the opportunity to work on accounting related projects (e.g., fixed assets, capital projects, etc.), accounting and financial analyses, and operating and capital budgets. You will also assist the Principal Accountant and Rate Analyst positions.

The Chesterfield Experience: As an intern in Chesterfield County, you will have an opportunity to meet with county leaders, collaborate with your peers, attend training seminars, and participate in team building exercises to complement what you will be learning in the professional work environment provided by the Utilities Department.

Minimum Qualifications: Candidates must be enrolled as current undergraduate or graduate students and have a minimum grade point average (GPA) of 2.8. Must have basic knowledge of accounting (including journal entries, general ledgers, etc.). Basic skills in the use of Microsoft Excel and Word required. The ability to analyze data, communicate effectively, and develop and maintain effective working relationships is required. Successful completion of a fingerprint-based criminal history check and pre-employment drug screen required.

For consideration of this opportunity, candidates must complete the application requirements listed on our website at www.chesterfield.gov/internships by February 21, 2020.

Chesterfield County is an Equal Opportunity Employer
Committed to Workforce Diversity