

# WEB DEVELOPER – UNPAID STUDENT INTERN

Chicago's Office of Inspector General (OIG) is a watchdog for the taxpayers of the City of Chicago, and it has jurisdiction to conduct independent inquiries into most aspects of City government. The mission of OIG is to promote economy, effectiveness, efficiency, and integrity in City government by rooting out corruption, waste, and mismanagement. OIG is organized into five operational units, three mission units—Investigations, Audit and Program Review, and Hiring Oversight—and two support units—Legal and Operations.

The OIG is seeking an Unpaid Intern Web Developer to provide services and support to new and existing OIG personnel. Applicant must have excellent verbal and written communications skills and the ability to deal with stressful situations.

**NOTE:** APPLICATIONS MUST BE SUBMITTED BY THE INDIVIDUAL APPLYING. NO SECOND PARTY APPLICATIONS WILL BE ACCEPTED. THE OFFICE OF INSPECTOR GENERAL REQUIRES THAT ITS EMPLOYEES BE NONPARTISAN AND FREE FROM CONFLICTS OF INTEREST.

**ANNUAL SALARY:** Unpaid Intern

## QUALIFICATIONS:

### Academic Standing:

- Must be a current college level junior, senior or graduate/school student in good academic standing, enrolled in an accredited four year college or university offering a baccalaureate or graduate degree program.
- Must have a minimum cumulative grade point average of 2.5 on a 4.0 grading scale or a 3.5 on a 5.0 grading scale.
- Student must be enrolled in school with a minimum of 6 credit hours (or quarter hour equivalency throughout the duration of internship, with the exception of academic breaks, i.e. summer).

### Knowledge and/or Experience:

- Familiarity with html, php and relational databases is required.
- Prior work or school projects are highly preferred. School classes, in this subject, are also counted.

## DUTIES:

- The selected candidate will be working in a team to build multiple web applications.
- The candidate will get a chance to work on a cloud-based infrastructure.

## INSTRUCTIONS:

To apply for this job title, do NOT use the City of Chicago online application. Follow these five steps:

1. Submit to e-mail address [jobs@chicagoinspectorgeneral.org](mailto:jobs@chicagoinspectorgeneral.org);
2. In the subject line, type in the job title for which you are applying;
3. Attach your cover letter for this job title;
4. Attach your resume; and
5. Attach your transcript.

**NOTE:** To be considered for this position you must provide all the information listed above. **If you fail to provide this information at the time you submit your application, your submission will be incomplete and you will not be considered for an interview.** Application materials will only be accepted by e-mail at [jobs@chicagoinspectorgeneral.org](mailto:jobs@chicagoinspectorgeneral.org). If there is more than one open position in which you are interested, you may apply for more than one title by submitting an individual e-mail for each title. Repeat instruction steps one through six with each e-mail.

**THE CITY OF CHICAGO IS AN EQUAL OPPORTUNITY AND MILITARY FRIENDLY EMPLOYER**