



Riverside Municipal Airport Internship Program

Title: Airport Management/Operations Intern

Location: Riverside Municipal Airport

Description:

The Riverside Municipal Airport Internship Program is designed for students to learn, practice, and apply knowledge and skills in the areas of airport management, airport operations, and municipal government. The internship provides students the opportunity to gain practical, hands-on experience which is a necessity in today's job market.

- Part Time/Unpaid
- 10-15 hours per week

Responsibilities:

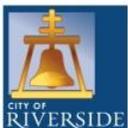
- FAA/DOT Grant Management
- Real Property Management and Leasing Processes
- Airport Capital Improvement Programs/Planning
- Functions of Airport Administration and Operations
- Tenant & Customer Relations

Qualifications:

- Enrolled in an accredited aviation program
- GPA of 2.5 or higher
- Excellent oral, written, and communication skills
- Strong organizational skills
- Analytical thinking skills
- Proficient in Microsoft Office including Word, Excel and PowerPoint

How to Apply:

- Please visit www.riversideca.gov
- Click on "Jobs" Tab
- Click on "Volunteer Opportunities" on Menu
- Complete and submit "Municipal Internship Program" Application
- Please email Lauren Cooper at lcooper@riversideca.gov to inform her of your application submission
- Once application is received, you will be contacted to schedule a Livescan appointment



City of Arts & Innovation

For more information, please contact the Airport Administration office at 951-351-6113