



Intern Position

The Regional Transportation Authority (RTA), located in downtown Chicago, is currently accepting applications to fill **one (1) Intern position** working in our Planning Division for the summer.

Under the direction of the Division Manager, Regional Coordination, the Intern will be responsible for assisting with maintaining the RTA GIS Signage Database, a component of the RTA's interagency signage initiative.

Responsibilities include but are not limited to:

1. Edit and review GIS databases;
2. Edit and review signage and map artwork;
3. Review, document and photograph stations and bus stops for potential signage improvements;
4. Edit and update signage spreadsheets and databases;
5. Edit and review timetable artwork;
6. Visit existing signage locations and check for graffiti;
7. Performs other related duties as required or assigned that contribute to the effectiveness of the department and RTA.

The ideal candidate will be a talented graduate student with coursework in Urban Planning, Geography, Engineering or a related field. A minimum of two GIS classes is desirable. Graphic art experience is desirable but not mandatory.

Other qualifications desired are:

- Proficiency in: ESRI ArcGIS; Adobe Illustrator; Adobe InDesign; Microsoft Office.
- Strong communication and inter-personal skills.
- Ability to collaborate and work well in a diverse team environment and across functions within the agency.
- Ability to make sound, independent decisions within established policy and procedural guidelines.
- Ability to work in the field doing visual surveying and site documentation.
- Ability to follow all RTA, CTA, Metra and Pace safety and security requirements.
- Strong writing, research, interpersonal and communication skills, and is detailed oriented.

The intern is expected to work a minimum of 20 hours per week. Salary will be \$15.00 per hour.

Please send cover letter and resume to:

Regional Transportation Authority
Human Resources, Attn: PRC19
175 W. Jackson, Suite 1650
Chicago, IL 60604

Or

To apply online go to: <https://rtaweb01prd.rtachicago.com/jobposting/?job=228>

No phone calls please.

For more information about the RTA, visit our website at RTAChicago.org.

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