

**Maintenance System Intern**  
**August 31, 2009**

Organization Name: SierraPine, Springfield Division

Street Address: 800 48<sup>th</sup> Street Springfield, OR 97478

Contact Name: Annalise Burrington, Oregon Region HR/Safety Manager

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**Skills:** Must be able to work unsupervised, be a self-starter and relate to business implications of quality and productivity. Ability to use or learn MS Access and Excel. Must be able to be trained to operate a forklift and must be able to lift up to 40 lbs.

**Duties and Responsibilities:** Work safely in an industrial environment. Field data collection of equipment parts, data entry using Maximo and SPMMS (proprietary software), inventory reconciliation.

**Position Specifications:** September 2009 – June 2010, 15 – 25 hours per week between 7am – 5pm including weekends. Very flexible schedule.

**Compensation:** \$13.10 per hour with no benefits.

**Application Process:** Email Annalise Burrington @ aburrington@sierrapine.com

**Deadline to Apply:** Open until filled

**Start Date:** ASAP

College/University students must provide an official transcript to prove that:

1. They are enrolled as a full-time student at an accredited college/university. Full-time status is defined as:
  - Quarter System – A minimum of 12 credits per quarter or a minimum of 36 total credits for the entire school year. This means that they could take less than 12 credits during one quarter and still qualify if they took additional credits in another quarter.
  - Semester System – A minimum 12 credits per semester or a minimum of 24 total credits for the entire school year. This means that they could take less than 12 credits during one semester and still qualify if they took additional credits in another semester.
2. They maintained a minimum of 2.00 GPA during the previous school year.