

THE CITY OF KNOXVILLE  
**CIVIL SERVICE**  
**JOB ANNOUNCEMENT**

Civil Service Department, Suite 569, City County Bldg, 400 Main Street, Knoxville, TN 37902 (865) 215-2106. Web: [www.knoxvilletn.gov](http://www.knoxvilletn.gov)

3004

# Recreation Intern II

(Entry-Level and Promotional)

Drug testing may be required

## Temporary/Part-Time Positions

**HOURLY RATE OF PAY:** \$11.00/hour

*The City of Knoxville requires as a condition of employment that all newly employed individuals, former employees that have been re-hired, or employees promoted to a new classification will receive their paychecks by way of automatic direct deposit.*

The City of Knoxville only accepts online applications. To apply, go to [www.knoxvilletn.gov](http://www.knoxvilletn.gov). If you need assistance submitting an application, you may visit the Civil Service office at the address listed above.

**Attention: All applicants for Internship must submit a copy of most recent transcripts and class schedules with the application in order to be considered. Applications missing these items cannot be processed.**

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### JOB DESCRIPTION:

These positions are for students with an interest in the area of Parks and Recreation. These are temporary part-time positions. Scheduled hours of work and duties may vary in the Parks and Recreation Department. Applications are continuously accepted for this position. When an opening occurs, the requesting department will be forwarded all applications for selection. At that time, a description of duties will be available from the hiring department.

Documentation of continued student enrollment is required. Class schedules must be submitted prior to employment (unless working during an off term). Transcripts must be turned in at the end of the semester to ensure continued employment as an Intern.

Progress toward a degree must be demonstrated for Interns who work longer than one school year. The maximum duration permitted for a Recreation Intern II is 1,040 hours, to be worked within two (2) years from the date of first employment as a Recreation Intern II. An individual may work as a Recreation Intern I and also as a Recreation Intern II. In such case, an individual would have a duration limit for Recreation Intern I and another duration limit for Recreation Intern II. However, in no event shall the combined hours for a Recreation Intern I and Recreation Intern II exceed 2,080 hours.

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### MINIMUM REQUIREMENTS

**Unless stated otherwise, applicants must possess and/or meet the following minimum requirements prior to the application deadline.**

- Must be a currently enrolled graduate student in an accredited university/college graduate program with a minimum course load of six (6) semester hours or be off the term (i.e., summer term).
- In order to work as a Recreation Intern II, during an off term an individual either (1) must have worked the previous term as a Recreation Intern II while carrying six (6) semester hours or, (2) must have completed nine (9) semester hours during the previous school term.

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### EXAMINATION

No formal selection procedure exists for this classification. Applicant names will be forwarded to the requesting Department for consideration until all vacancies are filled.

*Note: Background checks will be conducted.*

### AN EQUAL OPPORTUNITY EMPLOYER/DRUG FREE WORKPLACE

The City of Knoxville does not discriminate on the basis of race, color, creed, national origin, sex, religion, age, veteran status, disability, gender identity, genetic information, or sexual orientation in employment opportunities.