



CITY AND COUNTY
OF HONOLULU

Engineering & IT *Internships*

2024



Who We Are



"From my brief but enriching time at BWS.....

I learned about water systems operations, filtration and chlorination systems, the procurement process, aquifers, reservoirs and the science behind our water system.

I met many great people who were willing to teach me not only about water systems, but also about life after college. I gained a better appreciation for our city workers who provide many important services for our community daily."

Shawn, 2023 Fellow
Mechanical Engineering

"The decision-making skills to address the public needs was astounding to see how DTS tackles difficult problems from crashes, pedestrian safety and new safety measures. Multiple problems have multiple factors to it, so learning the decision-making process to find a solution definitely made an impact on how I can make decisions to solve problems in the real world, whether it be engineering or life.

I would recommend this internship because it had a major impact of my perceptions on public service and shows the immense efforts mentors go through on a daily basis working at the city. "

Jason, 2023 Fellow
Civil Engineering



What We Do



Shawn & Roderick, 2023 Fellows,
Dept. of Environmental Services



Johnny, Lisa & David
at the Dept. of
Information Technology's
Data Center



"I would recommend this internship to others because I personally learned a lot not only with computer science, but it also exposed me to the other departments of the City. Everyone that I have met during this internship were all very supportive and I was given the opportunity to work alongside my mentor on real-life projects that were challenging but also rewarding."

Lisa, 2023 Fellow
Information Computer Sciences

"I would definitely recommend this internship to others. It's a great learning experience – learning more about how our city and the different departments work. You can see firsthand the little intricacies that go into running a city. It really puts into perspective how much we take for granted."

Johnathan, 2023 Fellow
Management Information Systems



A SMART, SAFE & SUSTAINABLE CITY

Information Technology:

Enterprise Resource Planning
IT Operations/Networking/Security
IT Applications

Transportation Services & Engineering

Complete Streets

Board of Water Supply

Design & Construction

Environmental Services

Facility Maintenance

Planning & Permitting

Honolulu Police Department

Honolulu Fire Department

HOW TO APPLY?

Email applications + resumes to: pookela@honolulu.gov

APPLICATION PERIOD:

September 11 – October 20, 2023 ♦ 4:30 PM



#cchnlthenextgeneration

Civil ♦ Electrical ♦ Structural ♦ Mechanical ♦ Computer Engineering ♦ Computer Science

COLLEGE STUDENT INTERN APPLICATION (Jan. – May/June 2024)

Email completed applications by Friday, October 20, 2023, 4:30 P.M. H.S.T. to: pookela@honolulu.gov



CITY & COUNTY OF HONOLULU
DEPARTMENT OF HUMAN RESOURCES, LR&T
650 SOUTH KING STREET 10TH FLOOR
HONOLULU, HAWAII 96813

Fax: 808-768-4280

For Official Use Only:

Received _____

Interviewed _____

Name _____ Birth Date _____
Last First MI Month/Day

Mailing Address _____
Street City State Zip Code

Mobile Phone _____ Alternate Phone _____ Email Address _____
Phone Phone Address

Education

- A. Are you currently enrolled in a degree-granting program in an accredited college or university on a full-time basis? Yes ☐ No ☐
- B. Are you currently in good academic standing with at least a 2.5 overall scholastic average on a 4.0 scale? Yes ☐ No ☐
- C. What degree (e.g. Associate's, Bachelor's or Master's) are you currently pursuing? _____
Anticipated graduation month/year Month: _____ Year: _____
- D. Please enter your major: _____
- E. By the end of this academic semester, will you have completed a minimum of 60 credits (BA) or in final year of AA degree? Yes ☐ No ☐
Number of college credits you will have by the end of the academic semester: _____
Will you continue your education upon graduation? Yes ☐ No ☐

Applicant Certification

I hereby certify that all statements made on or in connection with this application are true and correct to the best of my knowledge and I agree and understand that any misstatements or omissions of material facts may cause forfeiture on my part of all rights to any employment in the service of the City and County of Honolulu.

Further, I understand that I may be required to pass a drug screening test, and applications and all attachments become the property of the City Department of Human Resources and will not be returned.

By submitting this form electronically to the City & County of Honolulu, I attest the information I have given is true and correct to the best of my knowledge and I agree with the statements above.

Date

Signature

AN EQUAL OPPORTUNITY EMPLOYER

QUESTIONNAIRE
College Student Intern Program

List previous work experience (paid and/or volunteer), starting from the most recent:

Date from:		Date to:	
Organization:		Supervisor:	
Address:			
Duties:			

Date from:		Date to:	
Organization:		Supervisor:	
Address:			
Duties:			

Date from:		Date to:	
Organization:		Supervisor:	
Address:			
Duties:			

Date from:		Date to:	
Organization:		Supervisor:	
Address:			
Duties:			

Please indicate your availability below.

Monday	Tuesday	Wednesday	Thursday	Friday

Skills/Interests/Languages Spoken:

Professional or community organizations:

Additional Information (optional):

PUBLIC EMPLOYMENT QUESTIONNAIRE

College Student Intern Program

Name

Last

First

MI

The information requested below is required to determine your eligibility for employment with the City and County of Honolulu.

CITIZENSHIP:

The State of Hawaii requires that all persons seeking employment in the service of any county shall be citizens, nationals, or permanent resident aliens of the United States, or eligible under federal law for unrestricted employment in the United States.

Are you legally authorized to work in the United States?

Yes ☐ No ☐

Will you now or in the future require sponsorship by the City and County of Honolulu for employment visa status (e.g. H-1B visa status)?

Yes ☐ No ☐

BARRED FROM APPLYING FOR EMPLOYMENT:

Have you accepted a settlement or been barred from applying for employment with the City and County of Honolulu?

Yes ☐ No ☐

If you answered "Yes", please explain in detail the reason and date of your settlement or restriction from applying with the City.

Name

Last

First

MI

CONTROLLED SUBSTANCES:

Within the past three years, have you been convicted of any offense related to controlled substances?

Yes ☐ No ☐

If you answered "Yes", include the dates, nature and circumstances of the conviction; the sentence imposed and its current status; and any other relevant information you wish to provide.

OVERTHROW OF GOVERNMENT:

Have you ever been convicted of any act, attempt, or conspiracy to overthrow the State or Federal government by force or violence?

Yes ☐ No ☐

If you answered "Yes", include the dates, nature and circumstances of the conviction; the sentence imposed and its current status; and any other relevant information you wish to provide.