

**SACRAMENTO CITY UNIFIED SCHOOL DISTRICT**  
**Position Description**

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<b>TITLE:</b>	Internship Specialist	<b>CLASSIFICATION:</b>	Classified Non-Management (SEIU/Professional)
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**WORKING CONDITIONS:**

**SAMPLE ENVIRONMENT:**

Office and school environment; drive a vehicle to conduct work.

**SAMPLE PHYSICAL ABILITIES:**

Hear and speak to make presentations, and exchange information in person and on the telephone; dexterity of hands and fingers to operate a computer keyboard; see to read, prepare documents and reports, and view a computer monitor; sit or stand for extended periods of time; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve and store files; lift light objects.

**SAMPLE HAZARDS:**

Sit or stand for extended periods of time; dexterity of hands and fingers to operate a computer keyboard; bend at the waist, reach overhead, above the shoulders, and horizontally to retrieve files from cabinets and shelves; hear and speak to make presentations, and exchange information in person or on the telephone; see to read various documents related to assigned activities, and view a computer monitor; lift light objects.