

Howard Community College

Internship Work Study Job Description

Job Number:	INTERNSHIP
Job Title:	Public Safety Intern
Department Name:	Public Safety
Supervisor Name:	Kim Jewer
Supervisor Phone #:	443-518-3082
Supervisor Email:	kjewer@howardcc.edu
Employer Address:	10901 Little Patuxent Parkway, Columbia MD 21044
Location Student Will Work <i>(If Different from Above):</i>	Public Safety Office, RCF 117 (on-campus)

Job Description and Responsibilities <i>(include job purpose):</i>	<p>Students will receive a comprehensive orientation and will learn core skills as an intern in the Department of Public Safety including:</p> <ul style="list-style-type: none"> • Physical Security • Personal Safety • People/Customer Service Skills • How Investigative Reports are Written • Protection • Greater Awareness <p>Student must be currently enrolled at Howard Community College; completed 12 college credits and have a minimum GPA of 2.0. Submit Cover Letter and Resume to Kim Jewer at kjewer@howardcc.edu</p>
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Qualifications / Experience Required:	<p>Students also have the option to earn academic credit while gaining hands on experience through HCC's Co-op Program</p> <ul style="list-style-type: none"> • Eligible students must have taken at least 12 college credits, and be in good academic standing • Students must have completed coursework in criminal justice to be considered • Students will satisfy the requirements of CRIM 190 and/or CRIM 191 including the completion of the required number work hours, and achievement of measurable learning objectives. <p>Student must be currently enrolled at Howard Community College; completed 12 college credits and have a minimum GPA of 2.0.</p>
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Internship Pay Rate	\$13.50
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