

FREQUENTLY ASKED QUESTIONS – INTERN PROGRAM

What are the requirements of the program?

Oakland resident
16 – 21 years of age
2.5 GPA or higher

If I am graduating from high school and will be attending college in the fall, will I be considered a college intern?

You will be a high school intern. You must be enrolled and currently attending college to be a college intern.

What is the rate of pay?

High School Interns earn \$8.50/hr and College Interns earn \$12.00/hr

Can I attend school outside of Oakland and still be eligible for the program?

Yes! You can attend school anywhere as long as your primary residence is in Oakland.

What kind of work do interns do?

Primarily clerical work. Interns provide an important clerical support function to departments. Occasionally, depending on the department, there is “field work” outside of the office.

Where are the intern assignments?

Assignments can be at the Airport, 530 Water Street or in Maritime – Harbor Facilities (where the cranes are located)

Can I apply for the Port Intern Program if I was a previous intern?

No, you can only be an intern once. There is no limit on the number of times you apply for the program.

Can I attend summer school or have another part-time job and still be eligible for the program?

Yes, as long as you are available to work 30 hours per week during normal business hours and your other commitments do not interfere with internship.

What if I start school earlier than the end date?

That is fine. It is understood that some interns have to return to school early.

Is there a dress code?

Business attire. No jeans or T-shirts (unless you are doing fieldwork and need to dress casually).

Do transcripts have to be “official” when submitted with the application?

No, they do not have to be official however it should be your most recent transcript.

When do I find out what I will be doing?

You will find out when you get your hire letter, and on the day of your orientation.

If you have any other questions or would like to apply, contact Jo Ann Yoshioka at 510-627-1183 or by E-mail at jyoshioka@portoakland.com