



Job Title: Intern

Department: IT

Division: Operations

The Franklin County Auditor's Office is looking for excited and eager interns to work in our IT Department. This team is responsible for ensuring our office provides excellent constituent service by providing innovative online services to accurate and timely information, partnering with other government agencies, and empowering staff to work effectively and efficiently through IT support.

Overall Responsibilities:

Responsibilities will include but are not limited to:

- Plan, organize, and ensure the creation and publication of web content.
- Work with various staff to refresh web content and identify new content opportunities.
- Ensure consistency in user interfaces, user experience, and website persona for target audience.
- Review website traffic analytics to determine page effectiveness and relevance.
- Other duties as assigned

Skills/Expectations:

- Strong planning, organization, writing, and communication skills
- Practical knowledge of HTML and digital media
- Knowledge of CSS and web technologies is a plus
- Perform the required duties to the best of your ability
- Behave in a professional and courteous manner
- Reflect the values of the Franklin County Auditor's Office

Please submit a resume, work sample, and application for consideration. If you have any questions, feel free to reach out to Rachel Hisey at rehisey@franklincountyohio.gov or 614-525-7369.



FRANKLIN COUNTY AUDITOR MICHAEL STINZIANO

373 South High Street | 21st Floor | Columbus, Ohio 43215

T (614) 525.HOME | C (614) 219.9224 | auditorstinziano@franklincountyohio.gov | franklincountyauditor.com

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