

**THE OFFICE OF COOK COUNTY ASSESSOR JOSEPH BERRRIOS ANNOUNCES  
THE AVAILABILITY OF THE FOLLOWING INTERNSHIP AND EXTERNSHIP  
OPPORTUNITY FOR THE SUMMER OF 2017**

For the summer of 2017, the Cook County Assessor's Office has 1 unpaid Internship/Externship part time position available which is designed to assist the Office in its INDUSTRIAL/COMMERCIAL VALUATIONS DEPARTMENT. Interested students will have the unique opportunity of working in an extremely important agency within Cook County government for approximately 10 – 15 hours per week.

For a position within the INDUSTRIAL/COMMERCIAL VALUATIONS DEPARTMENT, undergraduate, graduate, post graduate course of study, or experience within the in any single one or combination of the following is required:

- Economics
- Finance
- Public Administration
- Public Policy
- Real Estate
- Urban Planning
- Marketing

Proficiency in Microsoft Office is also required.

The Intern/Extern will conduct research regarding nursing homes, rehabilitation facilities, and assisted living facilities to assist in the valuation of those type of real property.

To apply, please complete the attached application form and submit a current resume by **May 31, 2017**. The completed materials should be submitted either through your Career Development Department, or to:

Cook County Assessor's Office  
Attn: Donna Dunnings  
118 North Clark Street, 3<sup>rd</sup> Floor  
Chicago, Illinois 60602

PLEASE NOTE: Any political contact to the Assessor's Office on behalf of a student will result in the disqualification of the student from consideration for an Internship/Externship.

FOR MORE INFORMATION PLEASE CONTACT YOUR CAREER DEVELOPMENT DEPARTMENT.



**OFFICE OF THE COOK COUNTY ASSESSOR**  
 118 N. Clark St., 3rd Floor Chicago IL 60602

**INTERN/EXTERN APPLICATION**

Please type or print legibly

Name (Last)	(First)	Middle	E-Mail	
Address				Home Telephone
City	State	County	Zip Code	Cell Telephone
Emergency Contact Name			Emergency Contact Telephone Numbers	
Name of employees of the Office of the Cook County Assessor with whom you are acquainted or related. If related, please list relationship.			How did you become aware of this internship/externship opportunity as the Office of the Cook County Assessor?	

**EDUCATION**

Name and Location of school	Years Attended	Subject/Major	Grade Average
High School			
College			
Advisor/Counselor's Name		Advisor/Counselor's Telephone Number	

**PLEASE ATTACH A CURRENT RESUME**

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date

The Office of the Cook County Assessor is and Equal Opportunity Employer which places interns/externs based on applicant qualifications and merit. The use of political factors as a condition of an offer of an internship/externship is prohibited.

Any violation of this policy should be reported to Sharon Goss, Assessor's Office Director of Compliance, at 312-603-7415.