



Job Title: GIS/Research Intern

Reports To: VP of Business Development

Employment Status: Intern (10 hours per week)

Required Experience: Entry Level

Required Education: Pursuing a bachelor's degree in Geography or other related field

Salary: \$10.00/hour up to \$2,000

Job Description: This position supports the Northeast Tennessee Regional Economic Partnership's mission of enhancing job growth and increasing the tax base by analyzing statistical information and managing and tracking research projects that the organization undertakes. This role involves conducting industry research, providing technical assistance, collecting data, providing analysis and forecasts, and conveying data onto maps using Geographic Information Systems. This research will ultimately be used to enhance the NeTREP's efforts in recruitment and expansion of businesses in the Johnson City MSA.

Specific duties include, but are not limited to:

- Collects, manages, analyzes, maps, and reports data in support of and economic development initiatives.
- Conducts business and real estate research.
- Create & manipulate maps using GIS applications.
- Maintains & updates real estate data bases.
- Assists with RFI request from consultants, brokers, TN Department of Economic & Community Development and the Tennessee Valley Authority.
- Provide data, mapping, and support for marketing initiatives.
- Conduct any additional duties as assigned.

Technical:

- ArcGIS, ESRI

EOE/AA

Physical Requirements: Task is essentially sedentary, with occasional walking, bending, light lifting, or other restricted physical activities.

Environmental Requirements: Task is regularly performed without exposure to adverse environmental conditions.

Sensory Requirements: Task requires oral communication ability. Task requires visual perception and discrimination.

Please send resumes and questions to: Michelle@NortheastTN.com