

Here are the internships for August 5, 2009, from Career Services. For more information regarding these positions, please stop by Career Services, lower level, Rossin Campus Center, reply to this e-mail, or call us at 724.229.5126. If you are looking for part-time employment, Career Services, as well as the Office of Financial Aid, keep job books for local part-time employment.

## INTERNSHIPS

**Orrick's Global Operation Center** in Wheeling, WV has excellent Internship opportunities in their Technology and Human Resources departments. The Technology departments include Service Desk Support, Web Engineering, Applications Engineering, Litigation Practice Support, Knowledge Management and the Network Operating Center. The Human Resources intern (Information Systems) will be working with the various information systems that Human Resources utilizes. Requirements: Excellent computer/Internet skills, with proficiency in MS Office 2003; ability to adapt to a changing environment and multitask assignments, and to approach problems with a sense of ownership, enthusiasm and innovation; willingness to learn and grow in a professional environment; Junior or Senior status in college with a GPA of 3.2 or above. These positions are for the Fall Semester 2009 and will pay \$10.00 per hour. Please visit [www.orrick.com](http://www.orrick.com) for more information about the firm. Send resumes to [jobs@orrick.com](mailto:jobs@orrick.com). Interviews will be scheduled between August 24 through September 4, 2009

## PART-TIME OPPORTUNITIES

**Fastenal** currently has part-time Sales Support positions available at stores located in Charleroi, Latrobe, Uniontown, Washington, and Greensburg, PA. Responsibilities include, but are not limited to order packing, telephone and counter sales, inventory control, stocking shelves, and local deliveries. Previous experience with computers, scanners, fax, telephone, and other office equipment is helpful. Successful candidates must possess a valid driver's license and meet our MVR requirements, possess excellent oral and written communication skills, be at least 18 years old, possess the ability to learn and perform multiple tasks in a team environment, be able to safely lift 50 lbs. on a regular basis, be customer-service oriented, have strong attention to detail, and have basic math skills. If interested, e-mail a resume to Heath Hazard at [hhazard@fastenal.com](mailto:hhazard@fastenal.com).

**FROGGY Radio** - Part-Time DJ/On-Air Personality. They have an immediate opening for weekend and holiday fill-in on FROGGY, nights, and overnights. Previous on-air experience is necessary. If you have experience, email or mail your aircheck and resume to [Careers@keymarketradio.com](mailto:Careers@keymarketradio.com) or 100 Ryan Ct., Suite 98, Pittsburgh, PA 15205.