

SAMSON - GCCISD 2021

ASSEMBLY INTERNSHIP



The Samson Controls – GCCISD Internship will begin in the summer of 2021. This summer program is designed for one GCCISD Career & Technical Education student interested in pursuing a career in the field of manufacturing. The purpose of the program is to provide the student with an opportunity to identify the field in which they excel under the direction of a mentor.

To qualify for the internship program, students must have completed their junior year of high school and be at least 16 years of age prior to the start of the program and have a Social Security card and State ID/driver's license. This is a competitive program and an interview committee will evaluate each applicant for a demonstrated desire for an entry level assembly position. The summer internship will begin and end at a designated time. The intern is guaranteed up to 20 hours per week. The intern is not guaranteed full-time employment at the end of the designated time period. Students and parents should read this information packet closely to be sure they fully understand the internship expectations and will be able to fully commit to the program.

The benefits of this internship are invaluable. Students are exposed to entry level skills that could easily translate into a career. The intern will be exposed to actuator assembly, valve assembly, and warehousing in a dynamic, international manufacturing company while forming a professional network that can help with the transition into the workforce.

Application Timeline

| Date | Event | Location |
|-------------------------|--|--------------------|
| May 24, 2021, 4:00 p.m. | Application deadline | SCTHS |
| May 28, 2021, Times TBD | Interview day with Samson Controls and GCCISD | TBA |
| June 1, 2021 | Offer and declination letters distributed | Sent to campus(es) |
| June 2 – June 11, 2021 | Complete the Samson onboarding process, criminal background check, and drug screen | Samson Controls |
| June 14, 2021 | Internship begins | Samson Controls |

Samson Controls – GCCISD Internship Application Process

May 24, 2021

- Application and résumé are due by 4:00 p.m. to Monica Swift, Student Workforce Connection Liaison, at Stuart Career Tech High School.

May 28, 2021

Individual panel interviews will be conducted by Samson Controls representatives. Candidates should be prepared with the following:

- ✓ 2 copies of résumé
- ✓ Dressed in business attire (ie: tie, button down shirt, dress pants, belt, and dress shoes)
- ✓ Ability to discuss why you would be an ideal candidate
- ✓ Positive attitude

June 1, 2021

Internship acceptance and declination letters will be hand delivered to all applicants and expectations will be communicated.

June 2 – June 11, 2021

The intern will complete the onboarding process with Samson Controls. Then, the intern will arrange a time to complete paperwork, the drug screen, and the criminal background check.

June 14, 2021

The internship begins!

Samson Controls - GCCISD Internship

Expectations

Interns will be exposed to the following job fields:

1. Actuator Assembly
2. Valve Assembly
3. Shipping & Receiving

Interns have the following dress expectations:

- Blue jeans
 - T-shirt
 - Steel toe shoes
- (No loose clothing)**

Interns are expected to purchase or provide for themselves the following:

- One pair of steel toe shoes

Performance Expectations

- Interns will provide their own transportation and meals.
- Interns will adhere to all safety rules and procedures.
- Interns will exhibit initiative by being willing to help without being asked to do so, being a team player, and working with others in a positive manner to accomplish goals.
- Interns will develop, refine, and communicate your career goals to your supervisor and mentors often.
- Interns will demonstrate time management skills by demonstrating the following:
 - ✓ Arriving to work prepared and on time.
 - ✓ Striving for perfect attendance.
- Interns will be a good mentee by accepting insight from others in a respectful manner and demonstrating your ability to listen and perform duties as instructed.

For further information or questions please contact:

Monica Swift
Student Workforce Connection Liaison
Goose Creek CISD
monica.swift@gccisd.net
281.420.4550

