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| Name: | | Reports To: | Senior Project Manager |
| Job Title: | Engineering Intern | Market: | |
| FLSA Status: | Non-Exempt | Billable Target: | 100% |

Job Summary:

As an intern, you will perform a variety of civil engineering tasks, supporting residential, commercial, and industrial project design teams with technical tasks including, but not limited to: conceptual site layout, utility design; roadway design; site grading design; storm drain design; storm water management design; water and sanitary sewer main design; soil erosion and sedimentation control design; floodplain studies; permitting and entitlement support; and construction support.

Job Description

Accountability and Duties:

- Assists with the preparation project specifications
- Assists in production of final construction drawings
- Ensures timesheets are submitted on time
- Maintains a good relationship with staff
- Works closely with other disciplines on multi-discipline projects

Education and/or Experience:

Must be in process of completing a BS from an ABET accredited university in the fields of Civil Engineering or Environmental Engineering.

Certificates, Licenses, Registrations:

Valid driver's license

Required Knowledge, Skills, and Abilities:

- Excellent oral and technical written communication skills
- Strong sense of urgency and self-initiative to meet client deadlines
- Ability to work independently and as part of a team
- Available to work nights and weekends to complete a project as necessary
- Ability to make independent decisions within a general framework
- Knowledge of industry related software
- Knowledge of AutoCAD, Civil 3D and Microsoft Office (if applicable)
- Must be fluent in the English language

Physical Demands:

Normal office environment.

Employer's Disclaimer:

Position subject to possible modification to reasonably accommodate individuals with disabilities.