

Position Description: Temporary Fulltime/Part Time Engineering Intern

Required Education/Experience: The applicant will have completed a minimum of the 2nd year for a 4 or 5 year civil engineering (BSCE) curriculum from a ABET accredited college or university. Additionally, the applicant will have successfully completed basic civil engineering coursework including fluid mechanics / hydraulics coursework. Basic AutoCAD course must have been completed or demonstrate equivalent competency. The applicant shall have experience with Microsoft Excel and Word. The applicant must be able to read and understand engineering plans.

Other Skills: The applicant shall be self motivated with an enthusiastic attitude and good communication skills. Experience using Microsoft Project (or equivalent), GIS applications, and surveying is preferred. Knowledge of water and sanitary sewer construction techniques is a plus.

Hours and Term of Service: 8 hour day with ½ hour unpaid for lunch. 40 hours/week for approximately 90 days. Schedule is flexible and is intended to correspond with breaks from college coursework; however, a minimum of 20 hours/week is expected. Limited overtime is possible.

Wage: Starting at \$10/hr with a wage review after 160 hours for potential \$.50/hr increase.

Typical Duties:

1. Review water and sanitary sewer plans, typically in conjunction with other engineering staff members. Reviews shall include verification plans are prepared per NWSA Specifications, 10-States Standards, AWWA, OEPA and other applicable rules.
2. Support project managers by updating project schedules, researching project related issues, and assisting with land acquisition (easements, R.O.W. determination, etc.)
3. Review and coordinate submittals and shop drawings for distribution to consulting engineers, inspectors, and contractors.
4. Assist in field surveying/testing including field data collection such as topographic mapping, hydrant flow testing, smoke and dye testing, Inflow & Infiltration (I&I) calculations, sanitary sewer flow studies and other related tasks.
5. Perform basic engineering computations and prepare cost estimates. Contact vendors, contractors and suppliers to obtain information for project estimating.
6. Visit construction sites and aid inspection staff in various field functions.
7. Attend various meetings and document actions/results: preconstruction conferences, project progress meetings, design reviews, etc.
8. Assist with utility property protection marking (Ohio Utility Protection Service – OUPS).
9. Document and input hydrant flow test data into GIS.
10. Assist District and Assistant District Engineers with water and sanitary system modeling, technical document library, and water/sanitary service delivery inquiries.

Supervision: All duties and work products shall be under the general direction and review of the District Engineer or Assistant District Engineer; however, the position will support project managers; therefore, daily assignments may be supervised by project managers.

Physical Requirements: Must have valid Ohio driver's license and be able to lift civil engineering surveying and test equipment. Must be able to work outside during inclement weather, walk/climb through utility construction sites (trenches, pits, towers, etc.) and make brief presentations at public meetings.