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| |  | | --- | | **SALARY** $17.00 Hourly |   **FLSA:** Non-exempt position, eligible for overtime compensation.  **OPENING DATE:** 03/13/23  **CLOSING DATE:** 04/14/23 05:00 PM  **SUMMARY:**  **Please** [**APPLY EARLY**](https://www.governmentjobs.com/careers/valleymetro/jobs/3953626/internship-opportunities-transportation-design-and-engineering-construction?page=2&pagetype=jobOpportunitiesJobs) **as this position will remain open until filled with the first priority consideration deadline of March 24, 2023.**  **Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.**   The Valley Metro Capital and Service Development Internship is designed to provide an introduction to various aspects of transportation design and construction projects at a public transportation agency. Each internship will be up to 12 months in length and begin in mid to late May 2023. Positions will perform pre-entry-level professional work as outlined.    **Internship opportunities in the Valley Metro Capital and Service Development Division may have a focus taken from among those listed below:**  **Design and Engineering**: Providing support for small and large-scale passenger rail and bus capital improvement projects, design plans, and submittals and assisting with research and documentation.    **Construction**: Providing support for large infrastructure projects, field observations, submittals and assisting in research and project documentation.    These internships are part-time temporary (Commitment to work up to 19.5 hours per week during the school year) for up to 12 months. Schedules are flexible to accommodate a full-time course load. Additional hours up to 40 hours per week may be available during the summer months.   As a member of the Valley Metro’s Capital and Service Development team, demonstrates the Agency’s Core Values of Whatever It Takes, Team Player and Positive Customer Care/Service in performance of daily duties.  Valley Metro is an Equal Opportunity/Affirmative Action Employer.  **MINIMUM QUALIFICATIONS & REQUIREMENTS**  Currently enrolled in a Bachelor's or Graduate Degree program in Civil Engineering, Construction Management or a related field.   Background Investigation: Employment is contingent upon the results of a background check.   Licenses and Certifications:  --Valid Driver's License   **REQUIRED FORMS AND DOCUMENTS:**   **Cover Letter**   **Resume** - Include all experience in your resume related to this position. Include dates of employment and hours worked per week, in addition to the duties of the position. Include a list of all relevant extracurricular activities including community services/volunteer, professional organizations, school activities and honors.   **References** - Name, email address and telephone number of one graduate advisor or instructor.   **Copy of Transcript** - Undergraduate and graduate transcript to date (unofficial transcripts will be accepted). Priority will be given to Applicants with GPAs of 3.0 or better.  **EXAMPLES OF DUTIES / KNOWLEDGE & SKILLS**  **The statements listed below describe the general nature and level of work only. They are not an exhaustive list of all required responsibilities, duties, and skills. Other duties may be added, or this description amended at any time.**  **The Design and Engineering Intern**supports rail and bus capital improvement project activities related to design plans, construction submittals, takeoffs and estimates, presentations and tracking documents. Performs other duties of similar nature and level as assigned.    **The Construction Intern**supports the South Central/Downtown Hub Light Rail Extension project activities related to field observations, photo documentation, construction submittals, requests for information, presentations, and tracking documents. Performs other duties of similar nature and level as assigned.   **Knowledge and Skills:**  **Knowledge of:** Transit operations; Working knowledge in civil, and transportation engineering principles; General knowledge of mathematical principles, calculations, and general engineering concepts; Interpreting contract documents, manuals, and specifications; Local, regional, state, federal agencies, groups, and organizations involved in transit construction and design.  **Skills in:** Using computers and related software applications; Bluebeam, Adobe Acrobat and Microsoft Office;  Preparing a variety of business correspondence and reports; Reading, interpreting, and preparing engineering plans, specifications, drawings and schematics; Communicating in order to interact with co-workers, supervisor, and the general public at a level sufficient to exchange or convey information and to receive work direction.  **PHYSICAL DEMANDS / WORK ENVIRONMENT**  Physical Demands: Positions in this class typically require reaching, standing, walking, grasping, talking, hearing and seeing. Valley Metro complies with ADA / EEOC requirements with respect to reasonable accommodation for people with disabilities.   Work Environment: Incumbents may be subjected to extreme temperatures, inadequate lighting, intense noises, and travel.  **To apply visit:** [Internship Opportunities - Transportation Design and Engineering & Construction | Job Details tab | Career Pages (governmentjobs.com)](https://www.governmentjobs.com/careers/valleymetro/jobs/3953626/internship-opportunities-transportation-design-and-engineering-construction?page=2&pagetype=jobOpportunitiesJobs) |