



CIVIL ENGINEERING INTERN

Position: Civil Engineering Intern

Department: Engineering

Supervisor: Program Engineer

Job Summary

The Civil Engineering Intern is responsible for performing various design and documentation tasks directly supporting the engineering department.

Supervisory Responsibilities

There are no direct supervisory duties, although management of projects includes directing project-related activities of the project team members.

Qualifications

- High School Students: Minimum 2.8 GPA, Junior or Senior in High School with Engineering concentration.
- College Students: Minimum 2.5 GPA, attending an accredited college with an Engineering concentration.

Essential Functions

- Use technical software tools to develop, QC, and analyze deliverables.
- Gain expertise in analysis and design.
- Gain experience in drafting and layout: layering, plotting, model space/paper space, and scaling.
- Become familiar with the following concepts: Stormwater management, utilities, pavements, erosion, sediment control, and calculations.
- Become familiar with federal, state, and municipal laws and regulations.
- Participate in team meetings and work with other team members to coordinate tasks.
- Follow quality control policies and procedures.

Required Skills/Abilities

- Technical capacity
- Communication proficiency
- Problem-solving/Analysis

Physical Requirements

This position may require prolonged periods of sitting and working on a computer. Must be able to lift 15 pounds at times. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Travel

Travel is primarily local during business hours, though some projects might require more overnight and out-of-area travel. This trip will often be brief.

Work Authorization/Security Clearance

Applicants Must Be Currently Authorized to Work in the United States. MSA uses the U.S. Department of Homeland Security's E-Verify system to confirm employment eligibility. MSA is a federal contractor, it is to be anticipated that some positions might require security clearances.

AAP/EEO Statement

MSA is an equal opportunity employer. All qualified applicants will receive consideration without regard to race, age, color, religion,



sex, marital status, national origin, disability, veteran status, or other classification protected by law.

Status

Part-time, Hourly (non-exempt) position.

Special Requirements

Valid driver's license.