



Utilities Intern (Engineering)

Description

Division Overview

The City of Englewood Utilities Department is committed to providing the citizens of Englewood high quality water and wastewater services. Infrastructure managed by the department includes the Charles Allen Water Treatment Plant, raw water storage and delivery systems, the treated water distribution system, and the sanitary sewer collection system. The Engineering Division is responsible for utility service planning, design, construction, development review, and operations support.

Why join us?

As a small and high performing team, we offer the opportunity for exposure to a wide variety of municipal engineering functions including project management, development review, construction inspection, water resources, water treatment, regulatory/compliance, and system operations. The successful candidate will support many engineering functions in an impactful, fast-paced, fun, and team-oriented environment while gaining experience that prepares him or her for a career in the public water/wastewater sector.

If you are eager to learn and are motivated by dynamic and challenging work, we'd love for you to join us.

Position Summary

Under the direct or indirect supervision of Utilities engineering staff, the intern will perform entry-level engineering, administrative, and technical work supporting the City of Englewood Utilities Engineering and Operations Divisions. The internship program will consist of the following:

- Opportunity to gain engineering project experience solving a real engineering challenge for the Utility
- Exposure to a variety of projects and opportunity to work with Engineering and Operations teams
- Field visits
- Shadow days
- Opportunity to learn about topics of interest to the intern

- Professional development – resume review and/or letter of recommendation at the conclusion of the internship, as well as mentorship throughout the internship

The intern position is available for the summer of 2023.

Keys to Success in this Position

- Team-first attitude
- Willingness to tackle unfamiliar tasks
- Self-motivated with ability to work independently
- Strong written and verbal communication skills
- Sound independent judgment and initiative

Reporting Relationships

- Reports to: Utilities Engineer III
- Direct Reports: None

Duties & Responsibilities

Duties will cover a wide range of water treatment and distribution and collections system functions, and may include:

- Capital project management support
- Field data collection and analytics
- Development plan reviews
- Construction inspections
- Hydraulic modeling support
- Technical analyses
- Document management
- Map and drawing development using AutoCAD or GIS
- Individual projects as assigned

Through practical field experience and mentoring, successful candidate will gain significant professional and technical skills.

Other Duties & Responsibilities

The listed examples of work are not intended to be all-inclusive. They may be modified with additions, deletions, or changes as necessary.

Preparation & Training

Education: Currently enrolled and working toward a Bachelor's or Master's degree in Engineering or a directly related field.

Work Experience: Prior experience performing engineering analysis and field work related to water treatment, distribution systems, and collection systems a plus, but not required.

Required Driver's License: Valid Colorado driver's license and a clear or acceptable MVR.

Skills & Abilities

Computer Skills – Experience with MS Office Suite required. Experience with hydraulic modeling, GIS, and database systems are a plus.

Communication – The position will involve frequent written and verbal communication with operations, maintenance, and engineering staff. Candidate should be comfortable working in this type of environment.

Application Support – Use of GPS equipment, handheld field devices, tablets, and field measurement devices.

Sound Engineering Judgment – Ability to problem solve and apply basic civil and hydraulic engineering principles related to water treatment and distribution systems.

Mathematical - Advanced skills needed to perform engineering calculations.

Working Conditions

Work is performed primarily in an office setting; however, may be performed on construction sites where there may be exposure to dust, noise, traffic and moving construction equipment; and/or at a water operations facility where noise, dust, dirt, and actively operating electrical and mechanical systems are present.

Works indoors and outdoors in all weather conditions and over all types of terrain. May be exposed to risks typically associated with working around water, chemicals, electricity and other man-made and natural hazards.

Full range of body movements including stooping, twisting, kneeling, bending, leaning, reaching, climbing (heights), stretching and working in awkward positions. May stand for extended periods of time. Occasional light lifting (up to 15 lbs.).

Vision is needed for reading, computer input, recording, and interpreting information such as blueprints and plans; speech and hearing are used to communicate with other employees over the telephone, radio and in person. Work on computers and associated equipment for prolonged periods of time (4-6 hours daily).

Hourly Rate

\$16.80 - 25.20/hour

Equal Opportunity Employer/Protected Veterans/Individuals with Disabilities

The contractor will not discharge or in any other manner discriminate against employees or applicants because they have inquired about, discussed, or disclosed their own pay or the pay of another employee or applicant. However, employees who have access to the compensation information of other employees or applicants as a part of their essential job functions cannot disclose the pay of other employees or applicants to individuals who do not otherwise have access to compensation information, unless the disclosure is (a) in response to a formal complaint or charge, (b) in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or (c) consistent with the contractor's legal duty to furnish information. 41 CFR 60-1.35(c)