



Public Works Department
360 SW Avery Avenue
Corvallis, Oregon 97333
Phone: 541.766.6821
Fax: 541.766.6891

INTERNSHIP OPPORTUNITY

STUDENT INTERNS-ENGINEERING & SURVEYING DIVISION

DEPARTMENT: Public Works

STARTING SALARY: \$13.27 to 13.81 PER HOUR
DEPENDING ON QUALIFICATIONS

STATUS: Student Intern – 1 Position

BENEFITS: None

WORK SCHEDULE: 12 - 24 hours a week - during the school year
Up to 40 hours or more a week during summer

DURATION: Approximately two years or as student's schedule permits

OPEN: September 21, 2018

DEADLINE FOR Until filled
RESUMES:

GENERAL STATEMENT OF DUTIES: Performs office and fieldwork of limited technical skill in assisting with engineering, cartographic, or surveying projects. Projects include road construction, bridge construction, possibly some design. Performs other work as required.

SUPERVISION RECEIVED: Works under the supervision of the County. Engineer, Engineer Associate or County Land Surveyor, who assigns and reviews work for completeness and conformance to standards.

SUPERVISION EXERCISED: Supervision is not a responsibility of this position.

Continued on reverse.....

Submit a resume to:
Benton County Public Works
Atten: Laurel Byer, County Engineer
360 SW Avery Avenue
Corvallis OR 97333
Laurel.Byer@co.benton.or.us
Phone: 541-766-6821
FAX: 541-766-6891

Benton County is in full compliance with the ADA, and is an Equal Employment Opportunity Employer that values diversity in its workforce and encourages all qualified women, minorities and persons with disabilities to apply. Applications are considered based on qualifications without regard to race, religion, gender, sexual orientation, national origin, age, marital or veteran status, medical condition or disability, or any other factor prohibited by law or regulation.

TYPICAL EXAMPLES OF WORK: An intern may perform any of the following duties; however, these examples do not include all of the specific tasks which an intern may be expected to perform:

1. May perform routine manual tasks as a member of a field survey party; placing and marking stakes, rear chain person, or cutting line brush.
2. May perform routine office duties in compiling and assembling data, routine and simple calculations, and data entry functions at a personal computer, or engineering/CAD workstation; maintains records and computer databases in accordance with specific instructions and departmental policies.
3. May perform minor drafting tasks of limited technical complexity in the preparation of maps, plans, or drawings.
4. May be assigned to simple or routine data collection activities requiring limited technical skills involving items such as: traffic studies, speed studies, vehicle counts, and intersection analysis; and provide assistance in the compilation of statistical summaries for use by others in traffic analysis and operational changes.
5. May assist with reviews of land use actions for compliance to standards.
6. And such other duties as may from time to time be assigned.

MINIMUM REQUIRED QUALIFICATIONS: KNOWLEDGE, SKILL, AND ABILITY

Reasonable knowledge of applied mathematics utilized in drafting and cartography; familiarity with specialized office and field equipment used in engineering and surveying, including personal computers and Auto CAD software; skill in performing routine non-complex drafting.

Ability to establish and maintain computerized and manual record keeping systems; ability to work effectively as a team; ability to communicate effectively both orally and in writing; ability to meet and deal effectively with the general public.

EXPERIENCE AND TRAINING: Full time student in the Civil Engineering or Construction Engineering Management programs. Student must have sophomore standing.

NECESSARY SPECIAL QUALIFICATIONS: Possession of a valid State of Oregon driver's license with a good driving record.

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| Interns must be able to perform the essential functions of this position with or without accommodation. |
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