



CITY OF BALDWIN PARK Invites Your Interest In An Engineering Internship



**Open until
Filled**
Salary: \$15.00 Hourly

Learn while you earn.....here is a tremendous opportunity to put to use and apply all those theories and ideas from academia onto the real world...and gain valuable experience!

We have two internships lasting 6 month each, and we also offer some flexibility with the working hours. The positions will require participation anywhere between 16 to 20 hours per week.

THE POSITION

The City of Baldwin Park is seeking highly motivated undergraduate or graduate level engineering students to provide assistance to the Engineering Division of the Public Works Departments. We anticipate interns will learn how to: Review and monitor land development activities; Review and issue permits; Participate and perform permit construction inspection; Provide phone assistance of technical nature; Store and retrieve plans and files; and Carry out basic surveying and miscellaneous field work.

Interns will also: Perform entry level engineering work relative to capital projects design and construction; Review traffic engineering reports; Write and produce engineering specifications; Produce schematics and diagrams utilizing standard drawing equipment and AutoCAD; and Input database information and perform GIS queries. Other duties as assigned. Interns will report directly to the Associate Engineer

MINIMUM QUALIFICATIONS

- Our preference is an undergraduate student majoring in Civil Engineering at a junior standing, or a graduate student in any engineering field.

THE SELECTION PROCESS

For consideration in this excellent promotional career opportunity, you must **submit an original completed City of Baldwin Park employment application**. Resumes will not be accepted in lieu of an application. All applications will be reviewed in detail and those applicants possessing the most desired qualifications will be invited to continue in the selection process. The successful candidate will be required to take a post-employment medical examination and must establish both work authorization and identity. Applications are available thru our website: <http://www.baldwinpark.com> or, you may pick up the application packets at City Hall. **This recruitment is Open until Filled.** Forward your completed

job application to: City of Baldwin Park, Human Resources Department, 14403 E. Pacific Ave, Baldwin Park, CA 91706.

For additional information regarding this opportunity, please visit the City of Baldwin Park website www.baldwinpark.com or you may contact Shama Jayasinghe, Senior Human Resources Analyst; via email: sjayasinghe@baldwinpark.com or (626) 960-4011 ext 355.



The City of Baldwin Park is an Equal Opportunity Employer