

City of Minneapolis Public Works Transportation Engineering and Design Internships



Minneapolis
Public Works

Apply online including a cover letter & resume on or before February 29, 2024

Who is Public Works?

The Department of Public Works designs, builds and maintains the City of Minneapolis' infrastructure, which includes but is not limited to: streets and bridges, public buildings, City's fleet of vehicles, storm and sanitary sewer system, drinking water treatment and distribution, all public and off-street parking, traffic signals, signage and striping; solid waste and recycling, and more.

The internships

The *Transportation Engineering and Design* division is responsible for capital projects, managing right-of-way and special assessments.

We are currently seeking qualified candidates to fill the following internship positions:

- **TED Construction Field Inspection Intern**
 - 5 Positions available
- **TED Construction Field Inspection LAB Intern**
 - 4 Positions available
- **TED Land Survey Intern**
 - 4 Positions available

Internship snapshot

All applicants must:

- Be 18 or older
- Have a valid driver's license
- Registered for college
- Be willing to work outdoors in all types of weather

Compensation:

- Varies with education and experience
- Wages start at \$21.63 hourly, \$21.95 hourly for returning interns

Duration:

- May to August
- Possibility to extend thru. November

Hours:

- 40 hours per week
- Varies depending on position
- Willing to accommodate school schedules

Public Works has determined that a criminal background check, qualifications check and /or Drug and Alcohol testing may be necessary for this position.

Questions?

Contact monique.fish@minneapolismn.gov

Apply online at
minneapolismn.gov/pw-jobs

Position descriptions

TED Construction Field Inspection Intern

- Photo document construction activities and progress of the Contractor.
- Data entry, measuring quantities and simple calculations.
- Assist with the contract administration, engineering evaluation or field inspection for city construction projects.
- Assist with documentation and monitoring of daily construction operations done by private contractors on City construction projects.
- Depending on the workload at the time, additional duties may be assigned.

TED Construction Field Inspection LAB Intern

- Assist in testing various construction materials and soils in the lab and the field.
- Keep records of tests conducted.
- Testing paving materials (asphalt and concrete) and soil analysis.
- Record sub-grade evacuation and plot soil profiles for construction projects.
- Assist in repairing, calibrating, and maintaining equipment.
- Perform mathematical calculations, including grades, quantities, etc.
- Other duties as assigned.

TED Land Survey Intern

- Work with field survey crews performing preliminary, construction surveys, and as-built surveys.
- Use GPS equipment, robotic total stations, and grade rods to take measurements on construction sites.
- Make tabulations and computations related to land surveying and roadway design.
- Assist with reading and interpreting construction plan sets to be used for field staking, measuring, and marking.
- Assist with creating design plans using survey data collected in the field.

Minimum Qualifications:

- Working towards a degree or certification with interest in Engineering or other related field, or recent graduate.
- A high level of attention to detail, the ability to do repetitive work, the ability to work independently and/or on a team.
- General knowledge of computer software programs.

Location

Location varies depending on position. All positions are in-person.

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