



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA

Student Intern Desert

Group-Section: Water System Operations	FLSA Status: Non-Exempt Bargaining Unit: AFSCME	Salary Grade: 10 Job Code #: S04
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JOB SUMMARY

This is a student intern position is designed to give college or trade school enrolled students the opportunity to gain practical work experience through training, mentoring, and performing assignments, while providing broad exposure to Metropolitan's organizational structure.

OVERSIGHT

Receives direction from a Team, Unit, Section, Assistant Group, or Group Manager. Work is performed with clear and detailed instructions. A lead person or supervisor provides guidance on the approach to tasks or activities encountered.

JOB DUTIES

1. Performs a variety of basic maintenance tasks such as gardening, grounds maintenance, custodial, painting, weeding, washing vehicles, cleaning facilities and plants, and running errands.
2. May operate Metropolitan vehicles, tools, and equipment.
3. May assist with general administrative duties, which may include filing and data entry.
4. Participates on project teams as required.
5. Performs other related Student Intern Desert job duties as required.

EMPLOYMENT STANDARDS

MINIMUM QUALIFICATIONS

Education and Experience: High school diploma or equivalent and current enrollment in an accredited college, university or trade school.

Required Knowledge of: How to work in a team environment.

Required Skills and Abilities to: Understand and follow verbal and written instructions; communicate clearly and concisely, both verbally and in writing; operate hand tools; and establish and maintain effective working relationships with those contacted in the course of work.

CERTIFICATES, LICENSES and REGISTRATIONS REQUIREMENTS

- Valid driver license from state of residency equivalent to California Class C Driver License that allows you to drive in the course of your employment.

PHYSICAL DEMANDS/WORK ENVIRONMENT/VISION REQUIREMENTS

The physical demands and work environment characteristics described here are representative of those that must be met or may be encountered by an employee to successfully perform the job duties of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the job duties.

Physical Demands: The work is outdoors in a desert environment. Typically, the employee will work in the heat of the day. Work requires some physical exertion such as walking, standing, bending, crouching, stooping, stretching, reaching, or similar activities; recurring lifting of heavy items such as concrete and rocks; carrying and use of hand tools such as shovels, racks, weed eaters, wheelbarrows, picks, hammers, saws and driving an automobile, etc.

Work Environment: The work environment involves everyday risks or discomforts that require normal safety precautions typical of outdoor environments, e.g., use of safe work practices with avoidance of slips, trips and falls, proper use of hand tools to avoid personal injury, observance of fire regulations, and traffic signals, etc. The work area is outdoors in the summer desert climate and heat. Employees may be required to use protective clothing or gear such as masks, gowns, coats, boots, goggles, gloves or shields.

Vision Requirements: No special vision requirements