

# Internship Opportunities

## **Job #100 – Student Intern – Engineering Services Section, Design Unit, General Design Team**

Duties: Under the direction of a civil engineer, geotechnical engineer, or project engineer, perform minor civil/geotechnical engineering work such as calculations, design details and estimates for Metropolitan Water District; file and maintain civil and geotechnical technical standards; update design manuals; and perform other related duties. Some fieldwork or site visit will be required.

Requirements: Currently enrolled in an accredited four year B.S. in the civil engineering program and have completed at least one year of general engineering study including Static, Dynamic, Intermediate structural analysis, strength of material, surveying and soil mechanics.

Desirable Requirements: Working knowledge of Microsoft Excel and Word and Power Point software. Completed course in Drafting/Drawing preparation. Possess effective verbal and written communication skills.

Work Location: Downtown Los Angeles

## **Job #200 – Student Intern - Engineering Services Section, Design Unit, Pipeline /Facilities Team**

Duties: Under the direction of an engineer or project engineer, perform minor engineering work such as calculations, design details and estimates for water treatment facilities and water distribution systems; file and maintain technical standards; update design manuals; and perform other related duties; some drafting and fieldwork may be required.

Desirable Requirements: Currently enrolled in an accredited four year B. S. engineering program for Civil or Structural engineers and have completed at least two years of study. Working knowledge of Microsoft Excel, Word and Access. Completed course in Drafting/Drawing Preparation. Effective verbal and written communication skills and familiarity with Power Point software.

Work Location: Downtown Los Angeles

## **Job #300 – Student Intern – Engineering Services Section, Design Unit, Treatment Plant /Equipment Design Team**

Duties: Under the direction of an engineer, perform tasks such as: water treatment equipment and process design calculations research and comparison of new equipment; preparation of design details and estimates for projects related to water treatment facilities and water distribution systems; updating of design manuals; filing and maintenance of project records and technical standards and other related duties. Some drafting and fieldwork may be required.

Desirable Requirements: Currently enrolled in accredited four year B.S. engineering program for Mechanical, Chemical, or Civil/Environmental Engineering, and have completed at least two years of study. Working knowledge of Microsoft Word, Excel and Power Point. Completed course in Drafting/Drawing Preparation. Effective written and verbal communication skills.

Work Location: Downtown Los Angeles adjacent to Union Station (easy commute by subway or train)

**Job # 400 - Student Intern - Engineering Services Section, Program Management Unit  
Conveyance/Storage PM Team**

Duties: Provide support activities to project managers involved with CIP projects and programs. Work activities may include: conducting engineering analyses, preparing written reports, conducting research, analyzing data, preparing spreadsheets and presentations, assisting in the preparation of project schedules and budgets. Some fieldwork will be required.

Desirable Requirements: Currently enrolled in an accredited four year B. S. engineering program (chemical, civil, environmental, mechanical, electrical or similar majors) and must have completed at least two years of study. Knowledge of MS Word, Excel, Power Point, Microsoft Project. Strong analytical skills, effective verbal and written communication skills, knowledge of water treatment plants and facilities, or knowledge of water conveyance and distribution systems, and ability to work productively on multiple assignments.

Work Location: Downtown Los Angeles

**Job # 500 – Student Intern, Engineering Services Section, Engineering Systems Planning Unit,  
Environmental Planning Team**

Duties: Provide support to environmental coordinators involved with Capital Investment Program Projects at Metropolitan. Work activities may include: gathering environmental data, performing simple environmental impact analyses, preparing written reports, conducting research, generating spreadsheets, and developing presentation graphics. Some fieldwork may be required at other Metropolitan service area.

Desirable Requirements: Currently enrolled in an accredited four-year bachelor degree program (such as Biology, Environmental Planning, Environmental Sciences, Geography, Natural Resources, or Urban Planning) and have completed at least two years of study. Working knowledge of Microsoft Excel, Word, Access, and Power Point software is a plus. Strong analytical skills, effective verbal and written communication skills, and junior level knowledge of state and federal environmental legislation (i.e., California Environmental Quality Act, National Environmental Policy Act, Federal Clean Water Act, and Federal and State Endangered Species Acts).

Work Location: Downtown Los Angeles