



# CITY OF IRVINE

CALIFORNIA

## JOB OPPORTUNITY

**PAID INTERN OPPORTUNITY**

**APPLY BY: July 21, 5 P.M.**



### INTERN I – ENGINEERING

Part-time: Up to 19 hours per week

\$20.00 - \$24.39 per hour

Do you desire to make a meaningful impact in a vibrant and diverse community?  
Help our collaborative team serve the City of Irvine.

If you are interested in assisting the public by supporting the City's engineering operations, the Engineering Intern I is an excellent opportunity to gain experience and learn about municipal government functions. The position is part-time, up to 19 hours per week. Hours are generally flexible.

#### Your Impact:

- Assist with engineering and construction project financial tracking, records research, and record keeping.
- Update/perform data entry into project management software.
- Assist in conducting field work to collect measurements and document existing conditions.
- Coordinate with utility agencies/third party companies.
- Fulfill miscellaneous duties as required to contribute to the success of ongoing projects.

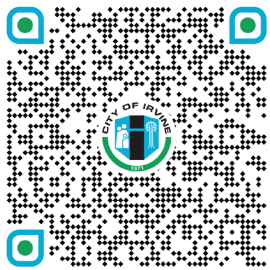
#### Best Fit:

- Ability to work in a fast-paced environment with excellent time management skills.
- Demonstrate a positive attitude and strong customer service and problem solving skills.
- Strong ability to work with the public and communicate effectively.
- Ability to work independently and in a team environment.

#### Minimum Qualifications:

- Currently enrolled in college and pursuing a degree in civil engineering, construction management, architecture, or related field.
- Strong Microsoft Office Suite proficiency required.
- Possess, or ability to obtain, a valid California driver's license.

*Candidates will be evaluated on current area of study, experience, interest in city government, and availability.*



For more information and to apply, scan  
the QR code or visit [cityofirvine.org/jobs](https://cityofirvine.org/jobs)

