

# Job/Internship Title

**Company Name:** Civil/Site Engineering, Inc.

**Company Website:** [www.csei-fl.com](http://www.csei-fl.com)

**Date Posted:** September 15, 2019

**Posting expires:** September 30, 2019

**Work location:** Orlando Area

**Hours per week:** 16-20 hours per week (12-16 week duration)

**Wage (hourly or weekly wage range):** \$15.00/hour

## General Job Description:

A fall internship to introduce an engineering student to Civil Engineering for Land Development projects, Municipal Infrastructure projects and Construction Engineering Inspection projects.

## Duties:

- Utilize CAD software to input redline revisions on construction documents
- Utilize CAD to create polygons for area takeoffs from construction documents
- Assist in generation of various reports such as submittals and response to comments
- Assist Inspectors in the Field with physical tasks such as loading and unloading a density gauge
- Perform Engineering calculations
- Prepare Excel Spreadsheets

## Skills/Qualifications:

Senior currently enrolled in college pursuing an undergraduate degree in Civil Engineering

- Computer Aided Design experience
- Familiar with the use of data analysis tools including Excel
- Bright, easy to work with, Strong written and verbal communication skills, positive attitude
- Strong team player
- Demonstrate best in class professional integrity
- Ability to lift 60 lbs. and stand for long periods of time
- Ability to handle heat and inclement weather
- Must have a Good Driving Record
- Must pass a pre-employment drug test and background check
- Must have documentation for US employment
- Must have Personal Vehicle for Transportation

## How to apply for this position:

Email your resume to [Soliver@csei-fl.com](mailto:Soliver@csei-fl.com)

## For more information contact:

Shari Oliver via email at [Soliver@csei-fl.com](mailto:Soliver@csei-fl.com); Please place **Internship** in the Subject Line