

# City of Spokane Valley Employment Opportunity

## POSITION: Temporary/Seasonal Engineering Intern

**ABOUT THE CITY:** Spokane Valley is a city with a current population of over 106,000 located on the eastern border of Washington State in the heart of the Inland Northwest. We pride ourselves on quality neighborhoods and schools, along with strong business and retail centers. Friendly people, natural surroundings and beautiful weather are part of what makes our community a favorite destination.

Spokane Valley is a high-performing organization, and employs the use of best practices. We are a workforce based upon loyalty, accountability and professionalism. We place a high value on customer service, and take a team-oriented, collaborative approach to the way we do business. If working for a fast-paced, evolving organization appeals to you, and you desire a work environment that is intellectually stimulating, respectful and rewarding, we urge you to complete an application.

**ABOUT THE POSITION:** The City of Spokane Valley is seeking enthusiastic students to serve up to forty hours per week, as temporary-seasonal engineering interns, days and hours to be arranged.

**SELECTED EXAMPLES OF DUTIES:** Under the direct guidance and mentorship of an experienced engineer, interns will assist in a variety of entry-level engineering duties, to include: 1) Construction office engineering with tasks such as checking calculations of field measurements and tabulation of truck tickets 2) Field inspections with tasks such as collecting material samples, preparing field note records, and collecting tickets 3) Preparation of contract change orders 4) Preparation of design reports; traffic data, access reports, environmental documentation, and research 5) Preparation of plans, specification, and estimates 6) Collection of data and general reporting 7) CAD Drafting

**DESIRED MINIMUM QUALIFICATIONS:** Education and Experience: Current enrollment in an undergraduate degree program for Civil Engineering or another closely related field or study.

**SPECIAL REQUIREMENTS:** Must possess a valid State driver's license or have the ability to obtain one prior to employment, and have a good driving record. Successful completion of pre-employment physical and a background check, including a criminal check, are requirements of employment at Spokane Valley.

**SALARY:** \$20.00 per hour. This position is ineligible for City sponsored benefits including PERS retirement. However, the position is covered by Workers Compensation insurance and subject to Federal withholdings for Social Security, Medicare and income taxes. This is an at-will, non-represented, FLSA non-exempt, temporary-seasonal position in our Community and Public Works Department.

**TO APPLY:** Interested and qualified persons are invited to submit a complete City application, résumé, cover letter and list of five (5) work-related references (name and phone number) via our [Online Application System](#). The Online Application System can be found on our website at <http://www.spokanevalley.org>. Click on Jobs.

**APPLICATION DEADLINE:** Apply Immediately. Open until filled.

*The City of Spokane Valley has a policy of limiting tobacco use in the workplace.  
We are an Equal Opportunity Employer*

## PLEASE POST

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