



Roads Engineering Capital Project Intern

DEPARTMENT:	DLS - Dept. of Local Services
DIVISION:	Road Services
SALARY:	\$18.58 - \$23.56 Hourly \$38,646.40 - \$49,004.80 Annually
LOCATION:	King Street Center - 201 S Jackson St, Seattle
JOB TYPE:	Intern
CLOSING DATE:	03/22/22 11:59 PM

SUMMARY:

The Department of Local Services (DLS) **Road Services Division** is seeking seven **Full-Time Summer Interns**. Through collaboration with engineers, project managers, and support teams, you will gain **hands-on experience** to help manage and deliver **Roads Capital Projects**. If you have a passion for working with a **team that encourages and embraces diversity**, come work with us!

Based on candidate skills and experience, you will have the opportunity to apply for the following positions:

1. Bridge Engineer Intern (2)
2. Road and Traffic Engineer Intern (1)
3. Drainage Engineer Intern (1)
4. Construction Inspection Engineer Intern (2)
5. Surveying Engineer Intern (1)

Who Is Eligible: This position is open to undergraduate and graduate students currently enrolled, and/or continuing in the fall of 2022 in full or part-time status at an accredited university/college with coursework in the described areas.

JOB DUTIES:

Requirements and expectations of specific internships listed below.

BRIDGE, ROAD & TRAFFIC, and DRAINAGE ENGINEER INTERNS (4 positions)

Your specific workplan will be tailored to your individual interests, skills, and experience. For this opportunity, you will have the opportunity to specify which of the following working units most interests you in your application:

1. Road and Traffic
2. Drainage
3. Bridges and Structures

Key Learning Objectives

The interns will work with team members to:

- Assist with project management, design, and/or inspections
- Assist with preparation, review and evaluation of engineering plans, specs, cost estimates, right of way plans and legal descriptions (may involve field visits) for capital projects
- Assist senior engineers with coordinating, monitoring and controlling project scope, schedule, and budget
- Assist supervisor in developing, modifying, and maintaining work order contracts, Architecture and Engineering contracts, and other contracts as needed
- Participate in design review meetings
- Collaborate with support services associated with the project which includes Materials Laboratory, Survey, Environmental, Traffic and involved private utilities
- Support Engineer staff on various tasks as assigned

Learning Outcomes

Learning objectives may vary based on specific project tasks, and intern interests and skills.

- Civil or structural design experience
- Understanding of and experience with project management principles
- Knowledge of the contracts management process

Preferred Skills and Knowledge

- Experience in or knowledge of civil engineering
- Experience in or knowledge of AutoCAD, Civil 3D or GIS
- Proactive, motivated, self-directed learner with good problem-solving skills
- Strong time management skills, including the ability to manage multiple tasks simultaneously
- Team player who enjoys collaboration and contributing skills, expertise and energy to achieve organizational goals
- Ability to effectively contribute to a work environment that embraces and encourages diversity in its workforce and where differences are valued
- Ability to demonstrate behaviors that include fairness, respect, and inclusiveness
- Competent in Microsoft Office programs including Outlook, Word, Excel, and PowerPoint

CONSTRUCTION INSPECTION INTERN (2 positions)

The candidate(s) selected for this position will be placed with the Construction Management and Inspection unit, which is responsible for inspecting and overseeing construction of capital projects completed by County crews and private contractors. Your specific workplan will be tailored to your individual interests and skills.

Key Learning Objectives

The interns will work with team members to:

- Act as an assistant inspector on construction projects that include bridges, retaining walls, large culverts (concrete and steel), drainage systems and facilities, earthwork, paving (concrete and asphalt), illumination, traffic signal systems, traffic guardrail and barrier, stream bank restoration and features, mitigation sites, landscaping and traffic control setups.
- Assist in construction inspection duties on Department of Local Services projects in accordance with the Local Agency Guidelines (LAG) for Contracting Agencies, WSDOT Construction Manual, the WSDOT Standard Specifications and the Contract Documents for a variety of County Road Infrastructure projects
- Assist in monitoring and documenting of specific construction activities on the project
- Participate in design review meetings
- Collaborate with support services associated with the project which includes Materials Laboratory, Survey, Environmental, Traffic and involved private Utilities
- Support Inspection staff on various tasks as assigned

Learning Outcomes

Learning objectives may vary based on specific project tasks, and intern interests and skills.

- Construction inspection experience
- Knowledge of construction inspection and best practices
- Understanding of construction management principles

SURVEYING ENGINEER INTERN (1 position)

The candidate(s) selected for this position will be placed with the Drainage unit and will gain hands-on experience with bridges, structures, and pavement projects. Your specific workplan will be tailored to your individual interests and skills.

Key Learning Objectives

The interns will work with team members to:

- Assist with project design and construction survey
- Conduct field surveying work and construction staking
- Learn land surveying principles and techniques
- Learn use and operation of surveying equipment
- Regular field work component—traversing difficult terrain (clearing/cutting brush, etc)
- Assist with survey base mapping using Civil 3D from points collected in the field
- Assist with preparation of right of way plans and legal descriptions for capital projects
- Participate in design review meetings
- Collaborate with engineers and project support staff
- Support Surveying staff on various tasks as assigned

Learning Outcomes

Learning objectives may vary based on specific project tasks, and intern interests and skills.

- Principles and techniques of land surveying
- Knowledge of mapping using Civil 3D
- Experience with construction support surveying
- Knowledge of surveying equipment use (including robotics)

Preferred Skills and Knowledge

- Meets physical requirements listed below
- Experience in or knowledge of land surveying
- Experience in or knowledge of AutoCAD, Civil 3d or GIS
- Proactive, motivated, self-directed learner with good problem-solving skills
- Strong time management skills, including the ability to manage multiple tasks simultaneously
- Team player who enjoys collaboration and contributing skills, expertise and energy to achieve organizational goals
- Ability to effectively contribute to a work environment that embraces and encourages diversity in its workforce and where differences are valued
- Ability to demonstrate behaviors that include fairness, respect, and inclusiveness
- Competent in Microsoft Office programs including Outlook, Word, Excel, and PowerPoint

Additional Requirements

- Proof of full or part-time enrollment status is required;
- Employees must reside in WA state and within a reasonable distance to their King County worksite to respond to workplace reporting requirements.;
- Most positions require a valid driver's license;
- Meet current King County vaccination requirement.
- This position requires the ability to conduct physical site inspections and evaluations during times of inclement weather. There is often a need to walk on uneven terrain for extended periods of time. Field conditions include brushy, forested environments; river, stream and wetland corridors; and slippery, uneven surfaces and dynamic conditions in the outdoors.

EXPERIENCE, QUALIFICATIONS, KNOWLEDGE, SKILLS:

* Notated below specific positions

SUPPLEMENTAL INFORMATION:

This position is not Union represented.

Why King County Roads Division?

- **Competitive** – healthcare plans
- **Free** – transportation options
- **Manager Support** – structured employee assistance program
- **Paid** – vacation time (in addition to paid holidays)
- **Paid** – sick leave
- **Deferred** – compensation plan
- **Ten** – paid holidays and **Two Additional** personal holidays
- **Awesome Employee Giving Program!**

TEMPORARY TELECOMMUTING REQUIREMENT

The work associated with this position will be performed through a combination of teleworking complemented with onsite work and meetings as needed. Employees will have access to shared workspaces at various King County facilities. Employees must reside in Washington state and within a reasonable distance to their King County worksite to respond to workplace reporting requirements. The individual in this position will be meeting with community members and organizations and will be expected to engage in face-to-face interactions, as COVID-19 restrictions permit, throughout unincorporated King County.

Employees will be provided with a County issued laptop and must maintain a workspace with an internet connection (access may be supplemented in some situations) where they can reliably perform work and remain available and responsive during scheduled work hours. Please note that when an employee conducts work that is likely to bring them in contact with another individual, safety precautions may be required, including the [wearing of masks in some situations](#). King County is doing its part to reduce the spread of COVID-19 and remains committed to reducing our carbon footprint.

King County has a robust collection of [tools and resources](#) to support working remotely. The individual selected for this opportunity will be joining an innovative and progressive team that is redefining how we work as we transition to the department's hybrid environment.

COVID-19 VACCINATION MESSAGE

King County has set a requirement that all county employees be fully vaccinated by October 18, 2021. To meet this requirement, employees must have received their second shot of a Pfizer or Moderna vaccine, or first shot of a Johnson & Johnson vaccine, by October 4, 2021, and provide verified proof of vaccination. Information on where to get a shot and answers to frequently asked questions about the vaccine can be found at www.kingcounty.gov/vaccine.

ABOUT THE DEPARTMENT

King County is the local service provider for the roughly quarter-million people who live in the unincorporated areas of the county; taken together, Unincorporated King County would be the second-largest city in the state. The Department of Local Services includes a Director's Office with a Community Service Area group, and the Road Services and Permitting Divisions. Together, this department provides a single executive point of accountability for delivery of local services to all of the unincorporated areas.

The King County Road Services Division designs, builds, operates and maintains roads and bridges in unincorporated areas of King County in an efficient and environmentally responsible manner to protect the public's investment and facilitate safe travel. The division is committed to ensuring the county's transportation system is safe and efficient for all uses and modes of travel. The Division is responsible for 1,500 miles of road and 182 bridges, 5.7 million feet of drainage ditches, over 44,000 traffic control signs, 78 traffic signals, and 50 traffic cameras in unincorporated King County.

ABOUT KING COUNTY

Forbes recently named King County as one of Washington State's best employers.

Together, with leadership and our employees, we're changing the way government delivers service and winning national recognition as a model of excellence. Are you ready to make a difference? **Come join the team** dedicated to serving one of the nation's best places to live, work and play.

Guided by our "**True North**", we are making King County a welcoming community where every person can thrive. We value diversity, inclusion and belonging in our workplace and workforce. To reach this goal we are committed to workforce equity. Equitable recruiting, support, and retention is how we will obtain the highest quality workforce in our region; a workforce that shares and will help advance our guiding principles--we are one team; we solve problems; we focus on the customer; we drive for results; we are racially just; we respect all people; we lead the way; and we are responsible stewards. We encourage people of all backgrounds and identities to apply, including Native American and people of color, immigrants, refugees, women, LGBTQ+, people living with disabilities, and veterans.

COMMITMENT TO EQUITY AND SOCIAL JUSTICE

King County is an Equal Employment Opportunity (EEO) Employer. No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation and pregnancy), age, genetic information, disability, veteran status, or other protected class. Our EEO policy applies to all employment actions, including but not limited to recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

To learn more, please visit <http://www.kingcounty.gov/elected/executive/equity-social-justice.aspx>

Are you ready to APPLY?

If you are interested in pursuing this position, please follow the application instructions carefully. If you need this announcement in an alternate language or format, would like to request accommodation or assistance in the application or assessment process, or if you have questions, please contact the recruiter listed on this job announcement.

A completed King County Application is required. We highly recommend that you also provide a **cover letter** and **resume**.

If you have any questions, please contact **Jerrell Hollis**, Senior HR Analyst, by e-mail at jhollis@kingcounty.gov, or by phone at 206-477-4318.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.kingcounty.gov/>

Job #2022JH15445
ROADS ENGINEERING CAPITAL PROJECT INTERN
NH

King County Administration Bldg.
500 4th Ave. Rm. 553
Seattle, WA 98104
206-477-3404

jhollis@kingcounty.gov

An Equal Opportunity Employer

Roads Engineering Capital Project Intern Supplemental Questionnaire

- * 1. Are you applying to this position as an eligible current or previous King County Employee Priority Placement Program Participant? Is this position the same or lower percentage of full-time when compared to the position held at the point of the notification of layoff? Do you possess the skills and abilities to qualify for this position?
- Yes, I was given a layoff notice from my role at King County and I am within two years of the effective date of my layoff. Additionally, the position I was laid off from was the same or a higher percentage of FT status when compared to this one.
- No.
2. If you answered yes to the question above and you are applying for this position as a Priority Placement Participant, to be considered, you must provide the following three pieces of information in the space provided: 1. The title you held when you received your layoff notice 2. The department you worked in 3. The effective date of your layoff

* Required Question