

POSITION TITLE: Intern - Construction (Streets) (Hourly)

REQUISITION #: req7575

DEPARTMENT: Streets

LOCATION: STREETS DEPT MAIN FACILITY

BENEFIT CATEGORY: Variable Hourly [View Classifications & Benefits](#)

EMPLOYMENT TYPE: Part-Time Hourly

HOURLY RATE: \$20.00 - 22.00 per hour (based on relevant experience)

SELECTION PROCESS: Application deadline is **3:00 p.m. MT on 4/23/2024**.

The City of Fort Collins is a bias-conscious employer. We ask that you please avoid the use of photos when submitting a resume and/or an application for employment. You will receive an email acknowledgment when you have successfully submitted an application. Your completed application will be forwarded to the hiring manager. You will be notified if you are selected for further testing or interviews. Please keep your contact information up-to-date. The status of your application will be updated in your applicant profile. **Post-offer background check and Motor Vehicle Report (MVR) required.**

Studies have shown that women and people of color are less likely to apply for jobs unless they believe they can perform every job description task. We are most interested in finding the best candidate for the job, and that candidate may come from a less traditional background. The City may consider an equivalent combination of knowledge, skills, education, and experience to meet minimum qualifications. If you are interested in applying, we encourage you to think broadly about your background and skill set for the role.

To learn more about The City of Fort Collins and Our Community, please read [Our Community and Our Organization Brochure](#)

Job Summary

The Streets Construction Intern will assist City Construction Inspection staff and Street Operations Managers in various aspects of their work, including fieldwork. We encourage self-motivated Construction Management or Civil Engineering students interested in learning more about different aspects of Street Maintenance to apply. Interns must be able to commit to 40 hours per week (full-time) during the summer.

The City of Fort Collins Streets Department provides a full range of maintenance services primarily including concrete rehabilitation, asphalt overlays, asphalt patching, crack seal, surface treatments including slurry seal, chip seal, and cape seals projects. The City employs two in-house asphalt paving crews as well as utilizes outside contractors. Other services the Street Department provides are street sweeping, snow and ice removal, graffiti removal, and pothole repair.

The Streets Department also serves various other City departments in assisting with asphalt patching and preservation.

To Apply: <https://fcgov.csod.com/ux/ats/careersite/13/home?c=fcgov>

Essential Duties and Responsibilities

The following duties and responsibilities are illustrative of the primary functions of this position and are not intended to be all inclusive.

-Assists Street Maintenance Staff, Operations Manager, and/or in-house asphalt paving crew with a

variety of tasks associated with street maintenance.

- Inspects construction work for street maintenance projects and enforces city codes.
- Participates in preparing, writing, and reviewing project specifications and bid documents.
- Coordinates work items, scheduling, and communication among contractors, utility companies, governmental agencies, citizens, and others as needed.
- Measures distances to verify accuracy of dimensions of structural installations and layouts.
- Verifies grades, alignment, and elevation of installations.
- Performs and/or reviews testing of materials such as concrete, soil, and asphalt to verify the physical properties and ensure the structural integrity of the materials.
- Observes work in progress to ensure that procedures are followed, and materials used conform to specifications.
- Examines workmanship of finished installations for conformity to standard and approves installation.
- Interprets blueprints and specifications for contractor and discusses deviations from specified construction procedures to ensure compliance with regulations governing construction.
- Records quantities of materials received or used during specified periods to ensure compliance with City specifications and construction budget allocations.
- Maintains daily log of construction and inspection activities and prepares and reviews progress reports.
- Compiles and analyzes reports, records, and other data to plan, assist with design and/or evaluate projects or programs.
- Maintains equipment, supplies, and vehicles daily.
- Performs other duties as assigned.
- Operates City Vehicles and other equipment on public roads and on construction sites.
- Works alongside asphalt paving crew operators and staff.

Management Responsibilities

No

City Competencies

- Demonstrated cultural competence to effectively interact, work, and develop meaningful relationships with people of diverse identities, perspectives, and cultural backgrounds.
- Strong learning orientation. Leverages all resources and is creative in ways of learning for self to continue adapting to changing issues and trends.
- A desire and ability to understand the diverse needs of internal and external customers, and to create experiences and deliver services that exceed their expectations.
- A desire and ability to utilize digital tools for organizational information, individual, and teamwork.

Required Knowledge Skills and Abilities

- General knowledge of construction and engineering principles.
- Technical writing skills.
- Knowledge of construction materials and ability to identify substandard materials.
- Good customer service, interpersonal and problem-solving skills.
- Ability to perform data entry and operate word processing.
- Ability to work on call and after hours as needed.
- Ability to follow and enforce City safety regulations.

Education and Experience

Pursuing an undergraduate or graduate degree in Construction Management, Civil Engineering, or a closely related field. Experience and/or Course Work in Construction Management or Civil Engineering

preferred.

Required Certificates, Licenses, Registrations

Valid driver's license.

The City of Fort Collins will make reasonable accommodations for access to City services, programs and activities and will make special communication arrangements for persons with disabilities. Please call (970) 221-6535 for assistance.

Notice Regarding Medical and/or Recreational Marijuana Use:

Because the possession and use of marijuana, whether for medical use or otherwise, constitutes a federal offense and because the City is a drug free workplace, the City will not accommodate the medical use of marijuana and enforces written policy prohibiting working for the City while marijuana is in the body. The fact that state law recognizes medical marijuana as a prescribed, or otherwise permitted, medication does not alter or otherwise change this policy.

The City of Fort Collins is an Equal Opportunity Employer. Applicants are considered for positions for which they have applied without regard to race, color, religion, creed, national origin or ancestry, sex, sexual orientation (including perceived sexual orientation), gender identity and expression, disability, age 40 years or older, pregnancy or related condition, genetic information, and, in certain specific circumstances, marriage to a coworker or any other status protected under federal, state, or local law.

POST OFFER BACKGROUND CHECK AND MOTOR VEHICLE REPORT (MVR) REQUIRED.

Note: Some information in your application may be public information under the Colorado Open Records Act.