

**Job Title:** Pipeline Construction Intern (12-Week Program)

**Location:** 10741 State Hwy 52, Fort Lupton, CO 80621

**Environment:** In Office and Job Site

**Pay:** \$20.00-\$25.00/hour

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**Position Summary:** We are offering a 12-week internship for undergraduate students interested in pipeline construction, project management, and civil engineering. Interns will rotate through three key departments—Estimating and Pre-Construction, Project Management, and Superintendent—gaining hands-on experience and a comprehensive understanding of the pipeline construction process. This opportunity will involve real-world projects, skill development, and meaningful contributions, with the potential for full-time employment after graduation.

**Responsibilities:**

- **Estimating and Pre-Construction**
  - Assist in cost estimation for pipeline projects by gathering and analyzing material and labor costs.
  - Help prepare bid proposals, including vendor selection and subcontractor coordination.
  - Assist in developing project schedules using scheduling software.
  - Participate in site visits to understand the scope and logistics of pipeline construction.
  - Learn how to review bid documents, contracts, and project scopes.
- **Project Management**
  - Assist in the day-to-day coordination of ongoing projects, including tracking progress and managing communications with stakeholders.
  - Help with project budget tracking and financial reporting.
  - Support the management of project documentation, such as permits, contracts, and schedules.
  - Observe and participate in subcontractor management, including tracking progress and ensuring compliance with contracts.
  - Gain exposure to project management tools like BlueBeam, Microsoft Project, and ViewPoint.
- **Superintendent**
  - Assist in managing job site activities, ensuring adherence to safety protocols, quality standards, and project efficiency.
  - Participate in safety audits and ensure workers follow safety measures.
  - Assist in labor coordination and scheduling on-site personnel.
  - Observe and participate in maintaining quality control standards.
- **Reflection & Career Development**
  - Participate in a final review session to reflect on the internship experience.
  - Discuss career development and future opportunities with the program manager and HR.
  - Provide feedback on the internship program for improvements.

## **Job Requirements:**

- Junior or Senior in college with a major in Civil Engineering, Construction Management, or a related field.
- Interest in pipeline construction, project management, or civil engineering is essential.
- Strong problem-solving abilities and the ability to work independently.
- Ability to collaborate effectively in team environments and handle multiple tasks.
- Excellent experience with Microsoft Office Suite (Excel, Word, PowerPoint) is required; experience with construction software is a plus.
- Strong attention to detail and organizational skills.
- Eagerness to learn and grow professionally in a fast-paced, hands-on environment.

## **Physical Requirements:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee is occasionally required to stand, walk, sit, climb, kneel, squat, crawl, lift, reach and more. The employee must frequently lift or move items of varying weight and occasionally lift or move heavier items with assistance.

## **Additional Program Information:**

- **Program Duration:** 12 weeks (3 months)
- **Location:** In Office & on-site at various project locations
- **Mentorship:** Interns will receive mentorship from senior leaders in each department and have weekly check-ins for feedback and guidance.
- **Potential for Full-Time Hire:** Successful interns may be offered a full-time position upon graduation or invited to return for future internships.

This internship provides a valuable opportunity for hands-on learning and exposure to the pipeline construction industry. High-performing interns will be considered for future opportunities within the company.