



Job Description

Job Title: Project Engineer Intern

Apply at: <https://www.primee.com/internships/>

Position Summary: Our Summer Intern Program is designed to provide students with hands-on experience and professional development opportunities in the electrical industry. Interns will work alongside seasoned professionals, gaining valuable insights and contributing to real-world projects. This program offers a unique opportunity to enhance your skills, expand your network, and kickstart your career in a dynamic and supportive environment.

Applicants must be legally authorized to work in the United States at the time of application. We are unable to provide visa sponsorship for this internship.

Essential Duties and Responsibilities: *(It is not the intent for this to be an exhaustive list of all performance expectations associated with this position.)*

- Assist with the design, development, and implementation of electrical systems for various projects.
- Conduct site visits and inspections to ensure compliance with safety and quality standards.
- Collaborate with engineers, project managers, and other team members to support project objectives.
- Perform technical calculations and analysis to support engineering decisions.
- Participate in project meetings and contribute to problem-solving discussions.
- Assist with the preparation of technical documentation, reports, and presentations.
- Learn and adhere to industry best practices and company standards.

Qualifications:

- Currently pursuing a degree in Construction Management or a related field.
- Basic knowledge of electrical systems and principles.
- Proficiency in Microsoft Office Suite (Word, Excel, PowerPoint).
- Excellent verbal and written communication skills.
- Strong analytical and problem-solving abilities.
- Ability to work effectively in a team-oriented environment.

This performance expectations summary is intended to describe the general nature and level of work being performed by individuals assigned to this position. It is not intended to be an exhaustive list of all performance expectations and skills required for this position. Reasonable accommodations may be provided to enable individuals with disabilities to perform the essential functions of this position.



Special Requirements/Physical Demands/Working Conditions:

Work is primarily performed in an office setting with minimal health or safety hazards. Noise level and temperature is moderate. Minimal lifting or climbing. This position is expected to be fully in-person, onsite, with some travel not limited to, other offices, work sites and local business errands.

When performing project services in the field:

Work is sometimes performed in an outdoor field setting with occasional exposure to health or safety hazards such as, but not limited to, electrical hazards, water hazards, hazardous terrain, inclement weather conditions, traffic and loud noises. Occasional climbing and/or lifting, up to 30 lbs. Travel required to jobsites. Frequent use of personal protective equipment (e.g. safety glasses, gloves, safety vests, hard hats and steel-toed boots).

Communication Skills:

Ability to read and interpret documents such as submittals, operations manuals and project schedules. Ability to write routine correspondence such as letters and memos. Ability to present information in one-on-one and small group situations to internal and/or external clients of the firm. Communicate clearly and effectively with project managers, team members, and stakeholders to support project execution.

Reasoning Ability and/or Critical Thinking:

Ability to define problems, collect data, establish facts and draw valid conclusions. Ability to interpret an extensive variety of technical instruction. Constructive thinking and alternative short- to long-term solutions must be considered. Action plans must be developed and implemented. Capacity to identify issues, propose solutions, and escalate matters as needed. Accurate documentation, record-keeping, and thorough review of project materials. Ability to work collaboratively with cross-functional teams and contribute to project success.

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