



WCG Construction is an established and growing company that believes inspired teams rely on each other to find solutions and share in project successes. We aspire to be Colorado's construction leader with a diverse, customer-centric workforce that thrives while supporting our local communities.

**WCG's Internship Program** provides college students with the opportunity to gain hands-on construction knowledge. The internship program was designed in a hybrid format to allow for professional and practical experience in both the field and office environments. The internship program seeks to develop the future construction leaders of tomorrow by mentoring the best and brightest students of today!

The Internship Program is a three or six month paid internship. The internship program is open to college freshmen, sophomores, juniors, and seniors. Our program is crafted to develop the interpersonal, leadership, and operational skills of interns.

**Position Responsibilities:**

- Assists Project Managers and Project Superintendents with a variety of action items related to the daily operations of field work activities and organization of subcontractors.
- Helps with ordering materials and supplies as well as coordinating delivery schedules.
- Will learn job budgeting by verifying subcontractor/supplier scopes of work, drafting subcontracts and purchase orders, obtaining pricing for changes in the scope of work, creating change events and related orders in Procore.
- Aids in monitoring project progress, coordinating activities, and resolving problems. Working with the PM or PE, provides regular project status reports. This includes distributing submittals and updating submittals logs in Procore, meeting minutes, ASI's, RFI's, and schedules (i.e. 4-week and Master).
- Maintains a safe and clean working environment by enforcing company procedures, rules, and regulations.

**Qualifications:**

To be considered for WCG's Internship Program, applicants must meet the following criteria:

- Be eligible to work in the United States for any employer (i.e. valid work authorization).
- Be currently enrolled as a full-time student at an accredited community college or university in a construction management program or closely related field of study.
- 2.5 GPA or higher.
- Be able to successfully pass a post-offer-pre-hire background check and/or drug test.
- Excellent math, written and verbal communication skills.
- Must be computer literate and proficient in MS Office skills including Word, Excel, Power Point, and Outlook.
- Must be able to manage multiple tasks and have excellent follow up skills both internally and externally.
- Excellent time management skills with the ability to be highly organized.
- Knowledge of Procore Construction Management Software, preferred.
- Possess a valid Driver's License with the ability to travel locally on behalf of the company.
- General knowledge of construction principles/processes.
- Relocation is not offered, local (Colorado) candidates are preferred.

**Internship Placements:**

Typical internship experiences include work experience in both the field and the office. Locations are subject to the business needs of WCG but will be primarily located at the project site(s) along the front range, from Fort Collins to Castle Rock.

**Physical Work Classification & Demands:**

Light Work. Exerting up to 20 pounds of force occasionally, and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects. Infrequently exerts up to 50 pounds of force. The individual in this position will periodically walk, kneel, sit, crouch, reach, stoop, read/see, speak, push, pull, lift, stand, and finger/type. The frequency of each action varies by work flow and office activity.

WCG offers an innovative, high energy work environment, and a competitive hourly rate starting at \$20.00 per hour.

You can learn more about us and apply at [www.WHITECG.COM](http://www.WHITECG.COM).

WCG is an Equal Opportunity Employer.