



Company Name: Fiore & Sons Inc.

Job Title: Civil Construction Management Internship

SUMMARY

As a Civil Construction Management Intern, you will be introduced to a variety of office and field activities in order to develop your understanding of construction. You can expect to spend time learning and working on shop drawings, submittals, schedules, take offs, pay requests, contract changes, and project documentation.

TOTAL COMPENSATION:

\$23.08 - \$31.73 per hour

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Learn to define the scope of the project in collaboration with senior management and determine the resources (time, staff, and equipment) required to complete the project.
- Review the quality of the work completed with the project team on a regular basis to ensure that it meets the project standards and specification.
- Support both administrative and construction activities as assigned by supervisor; review proposals, specifications and drawings; perform material takeoffs, prepare cost estimates and attend pre-bid investigation meetings.
- Assess problem situations to identify causes, gather and process relevant information, generate possible solutions, and make recommendations and/or resolve the problem.
- Review construction documents and understand scope of work needed to execute takeoffs.
- Reviewing plans and specifications to determine material requirements (quantities and qualities), pricing of materials, etc.
- Ensure that the project deliverables are on time, within budget and according to specifications. Evaluate the outcomes of the project as established during the planning phase.

QUALIFICATIONS:

- Pursuing a long-term career in construction (as opposed to design)
- Strong real-world math skills, as applied in the construction area
- Critical thinking and problem-solving skills
- A balanced combination of the humility to recognize all there is to learn and listen intently to all stakeholders, as well as the inquisitiveness and confidence to pursue answers and understanding and figure things out when needed.
- Experience with and enthusiasm for the outdoor elements of heavy construction, including extreme weather, extreme heat over long periods, dirt and mud, and hard manual labor.
- Professionalism, including:
 - Superb interpersonal skills at all levels and with all stakeholders
 - Strong written and verbal communications skills
 - Good attention to detail, with the ability to recognize discrepancies
 - Strong work ethic – highly motivated and willing to do what it takes to get the job done right
 - Strong organizational and time management skills
 - The ability to work reliably and effectively, both independently and as part of a team
 - Working knowledge of computers and experience with Microsoft Word and Excel

- Ability to read and interpret construction drawings and specifications

PHYSICAL DEMANDS:

Able to sit for extended periods of time in an office environment. Ability to stand for long periods of time when visiting construction jobsites. Occasionally walking, push, pull and lift boxes/items 25 to 50 pounds.

WORK ENVIRONMENT:

May be exposed to outside work weather conditions (hot, rain, muddy) and uneven ground conditions. Ability to stand for long periods of time.

To Apply

Apply online at: <https://www.fioreandsons.com/careers>

For questions please contact Jessey Smithwick, Fiore & Sons, Inc. Recruiter, at (303) 996-7473

Equal Opportunity Employer

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