



## FIELD ENGINEER INTERN

### COMPANY OVERVIEW

For 35 years, American Constructors has been building in Central Texas. Our employees bring experience, dedication, innovative thinking, and high-level technical expertise to deliver outstanding quality and exceptional service throughout every phase of a project. Our expertise goes beyond the typical skill set found in other commercial construction companies. Our full-service approach takes projects from planning and design through post-completion facility services. We are innovators in the building industry. On every project, we look for ways to improve construction techniques, increase efficiencies, and deliver the best products that will stand the test of time.

### POSITION OVERVIEW

During the internship period, participants are exposed to all facets of field engineering duties, including assuming full responsibility for specific tasks assigned by the project manager and superintendent. The internship equips potential employees with direct, hands-on experience that allows the company and intern to simultaneously evaluate each other.

### ESSENTIAL JOB FUNCTIONS

- Assist with surveying and layout from plans and control points
- Coordinate testing and sample collection
- Timekeeping and cost control, inventory control, schedule checking, subcontractor monitoring, and concrete logs
- Report preparation, RFI's, safety inspections, drawing updates, submittal logging, and processing
- Observe and report results of meetings
- Support project managers and superintendents with progressive levels of responsibility
- Assist in coordinating subcontractor activities, verifying work, solving problems, and reviewing sub's progress payments
- Order, verify, and expedite materials

*NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as required to meet the ongoing needs of the organization. This job description is intended to convey information essential to understanding the scope of the position and it is not intended to be an exhaustive list of skills, efforts, duties, responsibilities or working conditions associated with the position.*



## PRE-CONSTRUCTION/ESTIMATING INTERN

### COMPANY OVERVIEW

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### POSITION OVERVIEW

During the internship period, participants are exposed to all facets of pre-construction and estimating duties, including assuming full responsibility for specific tasks assigned by the senior pre-construction staff. The internship equips potential employees with direct, hands-on experience that allows the company and intern to simultaneously evaluate each other.

### ESSENTIAL JOB FUNCTIONS

- Read and interpret construction drawings and specifications
- Assist with subcontractor solicitation and scope review
- Develop an understanding of constructability issues and how to identify them during plan reviews
- Utilize On-Screen Takeoff, Bluebeam, and Revit to perform accurate takeoffs and assist in estimate development
- Handle assigned scopes on bid day
- Observe and report results of meetings
- Support preconstruction staff with increasing level of responsibility

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## FIELD ENGINEER (FULL-TIME)

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### POSITION OVERVIEW

Responsibilities include providing support and assistance to the superintendent and project team in all areas of field operations including safety, scheduling, quality control, supervision of trades, project documentation, and cost control.

### QUALIFICATIONS/ESSENTIAL JOB FUNCTIONS

- Bachelor's degree in engineering, construction science, construction management or equivalent
- Ability to read and interpret construction drawings and specifications
- Support superintendent and all project staff on exceeding safety program requirements
- Surveying and layout from plans and control points
- Manage hourly employee timekeeping, cost control, inventory control, schedule checking, and material tracking logs
- Supervise self-perform work crews
- Report preparation, RFI's, safety inspections, drawing updates, submittal logging and processing
- Monitor and document master project and 3-week look ahead schedules
- Material tracking and reporting including LEED reporting
- Attend and participate in weekly safety and subcontractor meetings
- Coordinating subcontractor activities, verifying work, solving problems, and reviewing sub's progress payments.
- Ability to work well both independently and on a team to accomplish tasks
- Reliably set and meet deadlines to accomplish tasks and work under pressure
- Strong computer skills - Revit and Autocad experience desired
- Effective communication skills

### BENEFITS

- Medical and dental insurance
- Paid vacation and sick days
- Flexible spending account and health savings account
- 401(k) profit-sharing plan
- Paid short-term and long-term disability insurance
- Paid life insurance
- Tuition reimbursement
- Qualified retirement plan
- Voluntary supplemental benefits

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## ESTIMATOR (FULL-TIME)

### COMPANY OVERVIEW

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### POSITION OVERVIEW

Responsibilities include general estimating, plan review, client/subcontractor relations, and supporting team members in estimating and bidding projects that range from 5 million to 100 million dollars.

### QUALIFICATIONS/ESSENTIAL JOB FUNCTIONS

- Bachelor's degree in engineering, construction science, construction management, or equivalent
- Ability to read and interpret construction drawings and specifications
- Perform accurate takeoffs and develop complete estimates
- Assist with subcontractor solicitation and contract negotiation
- Knowledge of construction costs, materials, and processes
- Ability to work on multiple projects simultaneously
- Ability to work well both independently and on a team to accomplish tasks
- Reliably set and meet deadlines to accomplish tasks and work under pressure
- Strong computer skills
- Effective communication skills

### BENEFITS

- Medical and dental insurance
- Paid vacation and sick days
- Flexible spending account and health savings account
- 401(k) profit-sharing plan
- Paid short-term and long-term disability insurance
- Paid life insurance
- Tuition reimbursement
- Qualified retirement plan
- Voluntary supplemental benefits

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## PRE-CONSTRUCTION PROJECT MANAGER (FULL-TIME)

### COMPANY OVERVIEW

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### POSITION OVERVIEW

Responsibilities include general estimating, design/plan review, client/subcontractor relations, and leading the estimating and bidding process for projects that range from 5 million to 100 million dollars.

### QUALIFICATIONS/ESSENTIAL JOB FUNCTIONS

- Bachelor's degree in engineering, construction science, construction management, or equivalent
- Minimum 2 years field experience
- Minimum 2 years estimating/preconstruction experience
- Ability to read, interpret, and proactively review and analyze drawings and specifications
- Actively participate in constructability and systems review meetings
- Knowledge of construction costs, materials, and processes
- Perform accurate takeoffs and estimates for Conceptual, SD, and DD/GMP phases of projects
- Ability to manage project teams and work under pressure
- Subcontractor solicitation and contract negotiation
- Comfortable working on multiple projects simultaneously in a team environment and/or independently to accomplish tasks
- Reliably set and meet deadlines to accomplish tasks
- Strong computer skills with desired proficiency in Revit, Navisworks, Autocad, Bluebeam, Plangrid, Excel, and Sage Estimating
- Effective communication skills with internal team members and external clients and subcontractors
- Familiarity with concrete work and concrete systems

### BENEFITS

- Medical and dental insurance
- Paid vacation and sick days
- Flexible spending account and health savings account
- 401(k) profit-sharing plan
- Paid short-term and long-term disability insurance
- Paid life insurance
- Tuition reimbursement
- Qualified retirement plan
- Voluntary supplemental benefits

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# GAIN REAL-WORLD EXPERIENCE BEFORE GRADUATION.

“

I really liked the level of responsibility given to me as an intern. I was in charge of reviewing submittals, writing RFIs, and supervising field crews. I also loved the hands-on experience and ability to work with owners, architects, engineers, and subcontractors.

”

**Belinda Santolucito, LEED AP**

Former Intern and Current Project Manager

**COME WORK WITH THE BEST IN THE INDUSTRY.**

To learn more about joining the American Constructors family,  
visit [americanconstructors.com/careers](http://americanconstructors.com/careers)

American Constructors' summer internship provides ambitious students the opportunity to gain in-depth knowledge of the industry and experience a jobsite firsthand. Key elements of our challenging and rewarding program include:

## PERSONAL DEVELOPMENT PLAN

At the beginning of the program, each intern sets measurable goals that are reviewed throughout the summer, allowing you to advance at your own pace.

## ONE-ON-ONE MENTORING

Each intern is assigned a mentor to provide training, supervision, and advice. Mentors are engaged on a daily basis and conduct regular progress reviews.

## TECHNICAL TRAINING

As an intern, you will develop a greater understanding of the overall project sequence and specific industry processes. Example areas of focus include layout, concrete, safety, building envelope, and site construction.

## ON-THE-JOB EXPERIENCE

Interns are assigned to a project and given various responsibilities to gain real field experience. You will participate in tasks such as layout and surveying, subcontractor coordination, problem solving, and jobsite administration.

## EXPLORING DIFFERENT ROLES

Interns will experience the multidisciplinary nature of a construction project team and interact directly with owners, architects, engineers, subcontractors, and consultants. This will allow you to consider the roles you might pursue upon graduation.

## TWO-WAY EVALUATIONS

At the end of the summer, your mentor will evaluate whether you have developed the abilities to perform activities at certain skill levels. You will also evaluate the effectiveness of your mentor and the internship overall.

## FUTURE OPPORTUNITIES

An internship with American Constructors provides the perfect opportunity to get your foot in the door at the company; many of our interns are offered full-time positions after graduation.



## WE BUILD THE CORE OF WHAT MAKES A COMMUNITY.

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Our expertise goes beyond the typical skill set found in other commercial construction companies. Our full-service approach takes projects from planning and design through post-completion facility services.

We are innovators in the building industry. On every project, we look for ways to improve construction techniques, increase efficiencies, and deliver the best products that will stand the test of time.





## JOIN A TEAM OF EXPERTS.

We're looking for people who can think on their feet, thrive in an entrepreneurial environment, and are driven to bring out the best in themselves, their colleagues, and their company. Our firm offers employees a wide range of experience and opportunities to grow at an accelerated rate.

### HIGHLIGHTS

- Competitive salaries and bonuses
- Family atmosphere
- Entrepreneurial environment
- Professional training and development
- Growth and advancement opportunities
- Employee owned
- Community outreach opportunities
- Social, team-building events and activities
- In-depth, on-site training and experience

### BENEFITS

- Medical and dental insurance
- Paid vacation and sick days
- Flexible spending account and health savings account
- 401(k) profit-sharing plan
- Employee stock ownership
- Paid short-term and long-term disability insurance
- Paid life insurance
- Tuition reimbursement
- Qualified retirement plan
- Voluntary supplemental benefits

### MARKET SECTORS



Commercial



Education



Manufacturing



Municipal



Healthcare



Religious

## COME WORK WITH THE BEST IN THE INDUSTRY.

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**AMERICAN**   
**CONSTRUCTORS**