



February 6, 2017

SUMMER INTERNSHIP

**ENGINEERING INTERN
WATER & ELECTRIC DEPARTMENT**

The Village of Winnetka seeks an Engineering Intern responsible for supporting the Water & Electric Department in the planning, design and administration of the water and electric distribution systems. This internship is designed to promote knowledge of water and electrical distribution systems.

Requirements:

- Must be 18 years old.
- Must be a full time college or university student of at least sophomore status pursuing a degree in Engineering.
- Must be able to provide proper documentation of full time student status for the current semester.

The Engineering Intern will be trained to:

- Develop and maintain municipal contact list.
- Develop and administer municipal surveys.
- Develop and maintain asset registries for water and electrical distribution equipment and assets.
- Assist with Computer-aided design (CAD) drawing updates.
- Assist with the digitization of Department records and processes.
- Assist with field inspections.

This is a temporary position for the summer months in 2017. Normal work hours for the Engineering Intern are 8:30 a.m.-5:00 p.m., Monday through Friday

Salary: \$12.50/hour

Position Open Until Filled.

An employment application must be completed in order to be considered for the position. Applications may be completed online at www.villageofwinnetka.org.

For questions or assistance please contact Megan Fulara, Human Resources, (847) 716-3545.

Equal Opportunity Employer