



INTERNSHIP (City Engineer Division) \$13.40—\$16.25 (hourly)

This is an excellent opportunity to gain valuable experience working in the City’s engineering division. You will be responsible for performing basic engineering and environmental program tasks. The ideal candidate is a self-starter who is able to work independently and is comfortable seeking guidance/direction when necessary.

Requirements Applicants must currently be pursuing a degree in Engineering, Environmental Science or a closely related field. Completion of two years in a Civil Engineering or Environmental Science program is desired. Eligibility to remain in the program is contingent upon school enrollment.

- Must be able to work 10-15 hours per week.
- Knowledge of basic statistics and report-writing techniques.
- Must demonstrate ability to research, analyze and make sound recommendations.
- Experience with computer aided design (CAD) is highly desirable.

Responsibilities may include:

- Assisting with project planning and field investigation.
- Research and data collection.
- Assisting with design calculations, design drawings and cost estimations.
- Assisting with projects such as the City’s roadway, sewer, storm water/flood control, water conservation, solid waste and recycling programs.

This position is open until filled.

Applicants must submit a City job application with the Human Resources Division by the filing deadline. To apply and view additional job information please visit www.weho.org/services/employment. If you are unable to submit your application materials online you can obtain an application package by contacting (323) 848-6860 or at City Hall, 8300 Santa Monica Blvd., West Hollywood, CA 90069. Postmarks will not be accepted. AA/EOE

If you have questions or need special accommodations with the recruitment process, please contact Seantea Burroughs at (323) 848-6365 or sburroughs@weho.org

