



City of Morro Bay Engineering Technician (Part-time Internship) \$15 - \$20/hour

ABOUT THE POSITION

The City of Morro Bay is seeking Under general supervision of the staff within the City's Public Works Department, Engineering Division, the Intern employee will assist with general engineering duties for Public Works Projects. Working knowledge of AutoCAD and "Microsoft Office" programs is required, and knowledge GIS is preferred. The Engineering Technician will assist the Public Works team with the following projects.

- Assists in the preparation of Construction Plans and Specifications
- Assists in the construction oversight and inspection of Public Works and Encroachment permit projects.
- Map and data development and maintenance
- Technical and operational support

DUTIES & DESIRABLE QUALIFICATIONS

Knowledge of:

Engineering principles, practices and methods as applicable to a municipal setting including mathematics, design methods, uses and strengths of construction materials, and effects of soil conditions as they relate to the design and construction of public works; hydrology, hydraulics, and structural design practices and procedures; knowledge of applicable City policies, laws, and regulations; skill in preparation of cost estimates; skill in operating tools and equipment including surveying equipment, computer systems and applicable software programs; including the ability to modify and prepare plans using AutoCAD.

Ability to:

Communicate effectively, orally and in writing, with employees, consultants, other governmental agency representatives, City officials and the general public; assist in engineering research and compilation of engineering reports and to follow written and oral directions. Interpret plans, read maps and GIS maps; analyze data and evaluate facts; compile, organize and summarize accurate information; establish and maintain effective work relationships; and maintain good public relations.

Education/Experience:

Enrollment or recent graduation in a college or university with major course work in Civil, Agricultural, Environmental Engineering, or equivalent (junior, senior or graduate students preferred). Must possess a valid California driver's license.

SALARY

This is a paid internship at \$15 - \$20 an hour, depending on experience and/or education, must be able to pass a background check. Work schedule is very flexible, the ideal intern must be available between 12 and 20 hours per week.

APPLICATION PROCESS

Applications may be obtained through the City's website www.morrobayca.gov, or from the City of Morro Bay Human Resources Division, 595 Harbor St, Morro Bay, CA 93442. A City job application must be filled out completely and submitted to Laurie Goforth at lgoforth@morrobayca.gov. A resume and cover letter are recommended, however, not required. Inquiries may be made to Rob Livick, PE/PLS/QSD- City Engineer, Public Works Department at rlivick@morrobayca.gov.