

**Job Title:** Civil Engineering Intern  
**FLSA Status:** Non-Exempt

### **CONSTRUCTION SPECIALTIES, INC.**

Founded in 1948, Construction Specialties (CS) is a specialty building products manufacturer. CS provides solutions to building challenges that architects, designers, building owners, facility managers, and contractors face every day. Since inventing the first extruded louver, CS has become a global leader in all our product categories. Our products are a part of some of the most iconic buildings around the world—from the world's tallest tower, Burj Khalifa in Dubai, to the Oculus at the World Trade Center Transit Hub in Manhattan. If you want to work in an inspiring atmosphere and collaborate with customers and colleagues to solve challenges, we're the right place for you. CS: People. Buildings. Better.

### **SCOPE OF POSITION:**

The Civil Engineering Intern will focus on refining the current method of analyzing and demonstrating the structural performance of expansion joint covers and associated components by performing and cataloguing calculations evaluating existing and new products. Data will be gathered and reviewed to reduce production cost and lead times as well as improve quality and safety standards.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions, including but not necessarily limited to the following:

- Analyze the current method of performing calculations.
- Data evaluated to determine key processes to be reviewed for processing time reductions, accuracy and reporting clarity.
- Information composed in order to create accurate data to be entered into Engineering tracking and catalogues.
- Review existing calculations including automated input and output functionality.
- Make recommendations to company leaders in order to have the best use of engineering resources.
- Participate in brainstorming sessions and cross-departmental meetings to ensure collaborating and cohesion
- Perform engineering analysis to reduce engineering time.
- Identify areas for optimization of operations and practices
- Strong computer literacy, experience with MATHCAD, Microsoft Office Word, Excel, PowerPoint, & Outlook

### **KNOWLEDGE/ SKILLS/ EXPERIENCE/ EDUCATION:** (Minimum Education and/or Experience required)

- High school graduate/GED required
- Rising junior or senior college student majoring in an accredited degree program for Civil Engineering / Mechanical Engineering or similar.
- Excellent communication, interpersonal skills – written & verbal
- Strong technical skills with a meticulous attention to detail
- Strong organizational skills, able to multi-task and prioritize work
- Ability to produce flow chart and other diagrams
- Knowledge of Structural Engineering calculation techniques preferred
- Strong computer literacy, experience with Microsoft Office Word, Excel, PowerPoint, & Outlook
- **Interns are responsible for their own housing and transportation.**
- **Applicants must be authorized to work for any employer in the U.S. We are unable to sponsor or take over sponsorship of an employment Visa at this time**

