



Construction Engineering Intern Job Description

LINXS is seeking a Construction Engineering Intern for the LAX Automated People Mover (APM) project in Los Angeles. The APM is an electric train system on a 2.25 mile elevated guideway with six stations total, for Los Angeles International Airport. Early works construction began in May 2018, and the system is expected to be open for passenger service in 2023. The construction portion of the contract is valued at over \$2 billion.

Construction Engineering Intern

This is an entry-level position on the LINXS project in the Construction Engineering department. The purpose is to provide clerical and basic technical support for the department, in the project office or the jobsite office.

Responsibilities:

- Work under the direct supervision of a construction engineer to perform various assignments of an engineering nature, both technical and clerical.
- Receive specific and detailed instructions.
- Other duties as assigned.

Basic Job Requirements:

- Ability to communicate effectively with management, coworkers, clients, vendors, contractors and visitors.
- Ability to learn and apply knowledge of applicable local, state, and federal statutes.
- Ability to understand and apply the requirements stated in the construction contract.
- Ability to maintain progress on several projects simultaneously, with attention to detail and deadlines.

Degree:

Construction engineering/construction management degree (vs design engineering focus). Structural or Civil Engineering degrees. Preferred GPA in current major 3.2 or better

Examples Experience:

- Experience assisting / supporting civil construction teams with "take offs" (earthwork, utility pipe, and pavement)
- Using Blue Beam, AutoCAD or Civil 3D, perform various calculations, e.g., length, area, volume
- Experience providing support to submittal process, e.g., update and upload FAA, permits, transmittals, etc.
- Experience providing project field support:



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- Updating daily and weekly schedules
- Requesting orders and receiving materials from vendors
- Documenting project processes by taking daily project site pictures
- Coordinating between Superintendent and Project Engineer
- Assisting with subcontract meetings, tracking and updating tasks/deliverables

Sample Duties:

- Assist and support civil construction take offs (earthwork, utility pipe, and pavement)
 - o Using Blue Beam, AutoCAD or Civil 3D, perform various calculations, e.g., length, area, volume
- Provide support to various meetings
 - o Update schedule and weekly meeting minutes
 - o Track attendance
 - o Coordinate between various parties
 - o Using Excel and MS Word
- Provide support to submittal process, e.g., update and upload FAA, permits, transmittals, etc.
- Assist and support design layout
 - o Create and calculate total square footage of various site locations
- Provide project field support:
 - o Update daily and weekly schedules
 - o Request orders and received materials from vendor
 - o Document project process by taking daily project site pictures
 - o Coordinate between Superintendent to Project Engineer
 - o Assist with subcontract meetings, track and update tasks/deliverables

LINXS reserves the right to modify or revise the job descriptions in part or in its entirety. Reasonable accommodations will be made in accordance with governing law.

LINXS is an equal opportunity employer that recognizes the value of a diverse workforce. All qualified individuals will receive consideration for employment without regard to race, color, age, sex, sexual orientation, gender identity, religion, national origin, disability, veteran status, genetic information, or any other criteria protected by federal, state or local law.