

SUMMER INTERNSHIP PROGRAM 2015



The Department of Design and Construction (DDC) builds many of the civic facilities New Yorkers use every day. As the City's primary capital construction project manager, we provide communities with new or renovated structures such as firehouses, libraries, police precincts, courthouses and senior centers. To successfully manage this portfolio, valued at nearly \$10 billion, we partner with other City agencies, as well as with emerging and world-renowned architects and consultants whose experience and creativity bring efficient, innovative, and environmentally conscious design and construction strategies to the projects we build.

Our staff of almost 1200 delivers well-built roadway, sewer and water main construction projects in all five boroughs. Over the last decade, we have completed more than 747 miles of new roadways, 738 miles of water mains, 588 miles of storm and sanitary sewers, and installed more than 42,000 sidewalk pedestrian ramps – all of which are essential for a vibrant city like New York.

DDC's Summer Internship Program is an opportunity for a select group of students to gain valuable experience in the architecture, engineering, design, and construction management professions within a public service context. Students will gain hands-on technical experience through specific field assignments and a mentoring relationship with senior-level technical staff. They will also have the opportunity, through a combination of seminars, site visits, and training opportunities, to learn about the challenges of upgrading and constructing the City's public buildings and infrastructure.

Target Audience

The program is geared toward students majoring in engineering, architecture, construction management, urban planning and/or sustainability design, entering sophomore/junior/senior or 5th Year Program in college, or in graduate school.

Length of Program

The 10-week Internship begins Monday, June 1, 2015 and ends on Friday, August 7, 2015.

Structure of Program

- Each intern will be assigned a mentor within the respective division. The intern and mentor may work together directly, or meet regularly.
- Each intern will either be assigned to a project for the term of the program, or may rotate through different types of projects, depending upon the availability of projects and/or the mutual determination of the student and mentor.
- There will be a program of meetings/seminars with DDC senior staff and/or senior staff from other City capital agencies.
- Field trips to significant projects, such as: Police Academy; the Public Safety Answering Center (PSAC) II; Replacement of Sanitary and Storm Sewers, including BMP (Best Management Practices) work on Richmond Valley Road.

Salary

- \$375-\$425 per week for undergraduate students depending on school year
- \$475 per week for graduate students

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Assignments

Students can choose to be assigned to one of the agency's divisions: Public Buildings, Infrastructure, and Safety & Site Support.

- Public Buildings designs, renovates and builds libraries, museums, police precincts, firehouses, and other facilities that City agencies use to serve the public.
- Infrastructure manages the design and construction of sewer, water main and roadway capital projects for the NYC Department of Environmental Protection and the Department of Transportation.
- Safety & Site Support, now part of Program Management, provides site engineering, quality assurance, building information modeling, and environmental health and safety services to DDC.

Program Qualification Requirements

- Undergraduate students must be matriculated in an accredited college or be a recent college graduate (winter/spring term of the program year).
- Graduate students must be currently enrolled in a graduate program in an accredited college, university or law school.
- New York City residency is not required for this position.

Upon acceptance into the program and prior to your start date, you must provide a copy of the registrar's memo verifying your matriculated status. Failure to provide such documentation may result in rejection to the program.

Application Process

1. Go to www.nyc.gov/jobs. go to Search for Open NYC Jobs and click on Non-Employee Login to search for Job ID # (see below), for additional information, and to apply.
 - a. Public Buildings Division Job ID # 180596
 - b. Infrastructure Division Job ID # 180601
 - c. Safety & Site Support Job ID # 180606
2. Please indicate in your cover letter whether you will be an undergraduate or graduate level student for the upcoming Fall 2015 term.
3. You will need to submit your unofficial transcript if you are selected for an interview.
4. Online applications must be completed by March 20, 2015.

Incomplete packages will not be considered. Please retain these pages for your records.

The City of New York is an Equal Opportunity Employer