



DEP INTERNSHIP PROGRAM

Job Posting

Posting #: BWSO-007-Cross Connection Intern Posting Period: <u>February 2019- May 2019</u>	#of Positions: 1
Bureau: BWSO	Category: Engineering
Office Title: Site Connection Plan Review Intern	Salary: Unpaid
	Status: Undergraduate

JOB DESCRIPTION

The NYC Department of Environmental Protection (DEP) enriches the environment and protects public health for all New Yorkers by providing 1.1 billion gallons of high quality drinking water, managing wastewater and stormwater, and reducing air, noise, and hazardous materials pollution. DEP is the largest combined municipal water and wastewater utility in the country, with nearly 6,000 employees. DEP's water supply system is comprised of 19 reservoirs and 3 controlled lakes throughout the system's 2,000 square mile watershed that extends 125 miles north and west of the City.

The Bureau of Water & Sewer Operations (BWSO) seeks to hire one summer Intern for the Cross-Connection section of the Division of Planning and Permitting. Under direct supervision, with little latitude for independent judgment, the selected candidates will perform engineering work of moderate difficulty and responsibility, but will not be limited to the following:

- Inspects initial/Annual Test reports for compliance with approved plans within a duly specified time frame. Maintain detailed and accurate records of inspections and reports in database.
- Reviews Applications/Plans and Exemption Letters for Backflow Prevention (BFP) Assemblies. Intern will assist engineers with the review approval of backflow preventer design drawings, applications, and work associated with file management.
- Coordinate with the cross connection unit to run the unit professionally. Develop detailed knowledge of all application and permit procedures related to water and sewer connections and installations.
- Engages in studies, investigation or examinations related to the engineering functions or activities of the department, including the Planning & Permitting.

PREFERRED SKILLS

- Strong writing skills, effective interpersonal skills, familiarity and/or experience with computers/software, and ability to work well with minimal supervision.
- Excellent communication skills, ability to maintain professional demeanor when interacting with Professional Engineer, licensed plumbers and other City Agencies.

ADDITIONAL INFORMATION

Please attach requested documents (writing samples, transcript, etc.) to your resume file in one .pdf document. In your cover letter, indicate the business title of the position you are applying to.

<u>Resume</u> <input checked="" type="checkbox"/>	<u>Writing Sample</u> <input type="checkbox"/>	<u>Transcript</u> <input checked="" type="checkbox"/>
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QUALIFICATIONS

- Student must have at least a 2.5GPA (on a 4.0 scale) majoring in civil, mechanical or environmental engineering.
- Student must have at least a junior class standing
- Selection Criteria: - Strong writing skills; effective interpersonal skills; familiarity and/or experience with computers/software; leadership skills; self-motivation; and ability to work well with minimal supervision.

To Apply, Please Send Resume and Cover Letter To interns@dep.nyc.gov

Make sure to indicate the bureau and posting number on resume and also in subject line of email response

For more information about DEP, visit us at: www.nyc.gov/dep

The City of New York DEP is an EEO employer.