



DEP Engineering Intern and Assistant Engineer Positions

Bureau	Civil Service Title	Proposed Salary
BEDC	Civil Engineer Intern	\$64,608

As a Civil Engineering Intern in the Structural Division, the selected candidate will assist in the implementation of capital projects through the design and construction phase by preparing engineering documents including drawings, calculations, and specifications for large, complex projects for water supply and wastewater facilities. Tasks may include preparing said engineering documents for civil site development of water supply facilities, water tunnels, wastewater pumping stations, wastewater treatment systems, and other miscellaneous facilities. Specific work assignments may also include, but are not limited to, conducting investigations and field visits, reviewing shop drawings, and requests for information; preparing and completing change order documentation; assisting in project schedule development; communicating and coordinating with other engineers and stakeholders; and documenting issues/resolutions in issues logs.

Bureau	Civil Service Title	Proposed Salary
BEDC	Civil Engineer Intern	\$64,608

As a Civil Engineering Intern in the In-House Design Division, the selected candidate will assist in the implementation of capital projects through the design and construction phase by preparing engineering documents including drawings, calculations, and specifications for large, complex projects for water supply and wastewater facilities. Tasks may include preparing said engineering documents for civil site development of water supply facilities, water tunnels, wastewater pumping stations, wastewater treatment systems, and other miscellaneous facilities. Specific work assignments may also include, but are not limited to, conducting investigations and field visits, reviewing shop drawings, and requests for information; preparing and completing change order documentation; assisting in project schedule development; communicating and coordinating with other engineers and stakeholders; and documenting issues/resolutions in issues logs.

Bureau	Civil Service Title	Proposed Salary
BEDC	Environmental Engineering Intern	\$64,608

As Environmental Engineering Intern, the selected candidate, under supervision of a Design Lead or Mechanical Engineer, will assist in performing process mechanical engineering work of moderate difficulty and responsibility in the delivery of capital projects through the design phase with the preparation of engineering documents for process mechanical, HVAC, plumbing equipment needed within wastewater collection and treatment systems infrastructure and other miscellaneous facilities. The selected

candidates may also assist in the construction phase of projects. Duties of the selected candidates may include, but are not limited to, assisting with preparation of contract drawings & specifications, design calculations and estimates for process mechanical, HVAC, and plumbing systems equipment such as large valves, piping, pumps, blowers, engines, hoists, fans, heat pumps, etc., and in developing and conducting field and shop testing of equipment as needed. The selected candidates may also engage in research, investigation, studies, or examinations related to the engineering functions such as operations, maintenance, repair and alterations of the wastewater collection and treatment systems. Additional duties may include assistance in review of construction plans and may participate in the inspection of the mechanical system for the construction, demolition, or alteration to comply with the provisions of law, rules or regulations.

Bureau	Civil Service Title	Proposed Salary
BWSO	Assistant Civil Engineer	\$71,726

As an Assistant Civil Engineer, the employee will develop Capital Project Initiation (CPI) documents; track and manage capital projects, review change orders, attend job meetings; review design drawings, coordinate with various DEP divisions to ensure operational goals of projects are achieved; interpret and analyze data to help measure project progress and assess program needs; produce CPIs and track project development from initiation through completion and make projections; coordinate with various divisions within city government to collect and disseminate information to assist the program.

Bureau	Civil Service Title	Proposed Salary
BWSO	Assistant Civil Engineer	\$71,726

As an Assistant Civil Engineer, the employee will work with an interdisciplinary mix of engineers, engineering technicians and computer programmers or GIS analysts. The appointee will ensure that project schedules are met, attend meetings with other agencies or bureaus as needed to coordinate on large scale projects, and facilitate the development of solutions that meet the needs of all relevant agencies and bureaus.

Bureau	Civil Service Title	Proposed Salary
BWSO	Civil Engineering Intern	\$64,608

As a Civil Engineering Intern, the selected candidates oversee and inspect construction of water mains, sewers and roadway work to ensure conformance with specifications, standards, and contract drawings. Responsible for providing daily reports on contractor work activities, ensuring that contract work is performed within on schedule and the necessary funding is available, and details are accurate and up to date. Daily updates of documents and files Conducting site inspections/field visits Reviewing geometry drawings, design plans, specifications, and reports Preparing and approving estimates, ensuring that payment submission contains the necessary material for verification purposes. Maintaining communication with the supervising resident engineer as necessary, providing updates on work status and reporting on critical events that transpire on the field. Preparing monthly and/or quarterly job status report.

Bureau	Civil Service Title	Proposed Salary
BWSO	Civil Engineering Intern	\$64,608

As a Civil Engineering Intern, the selected candidates will create an annotated library of documents describing anticipated effects of climate change and other factors on New York City's water and sewer infrastructure. Catalog and update GIS layers depicting the areas of impact of identified stressors such as sea level rise and storm surge inundation. Participate in various City-wide projects to plan and design resilient infrastructure. Create standard procedures for identifying infrastructure strengths and vulnerabilities. Utilize standard procedures to review New York City's sewer infrastructure and prioritize improvements. Research other Cities' responses to climate change and identify applications that might benefit New York.

Bureau	Civil Service Title	Proposed Salary
BWSO	Environmental Engineering Intern	\$64,608

As an Environmental Engineering Intern, the selected candidates will analyze water and sewer systems: Perform research, investigations, and collection of engineering documents. Preparation of drainage plans: Perform hydraulic calculations for development of drainage plans under the supervision of a professional engineer. Prepare drainage plans using the appropriate software (GIS or AutoCAD). Hydrologic and Hydraulic Modeling: Build-out and participate in analysis of hydraulic models pertaining to collection systems, distribution systems, surface water, and/or groundwater under supervision of a professional engineer Other Engineering Duties: Participates in Engineering discussions and presentations on topics including climate change, resiliency, sea level rise, and modernizing engineering practices. Occasional opportunities for field visits and/or site inspections. The selected candidates will research, plan, develop and advance Capital Water and Sewer Projects (CPIs) ranging in difficulty from routine to complex. Review and provide comments on preliminary, advanced and final contract plans received from New York City Department of Design and Construction. Attend meetings, prepare minutes/reports/letters, and communicate with other departments, agencies, private engineering consulting companies and contractors. Maintain a coordinated schedule and working relationship with contractor and agency personnel. Ensure construction procedures are following DEP policies and standards.

Bureau	Civil Service Title	Proposed Salary
BWSO	Environmental Engineering Intern	\$64,608

As an Environmental Engineering Intern, the selected candidates will participate in field survey operations and/or proper inspections of premises and the construction, maintenance, demolition or alteration of structures and equipment in shaft facilities to ensure compliance with the provisions of laws, rules and regulations. They perform complex work in research, investigations, studies or examinations related to the operation of City Tunnels and mechanical engineering functions of riser valves and chamber equipment. The selected candidates will assist in maintaining the water pressure within NYC distribution systems. They assist in the preparation of maps, plans, and specifications, perform calculations and participate in field survey operations. They receive training in the proper inspections of premises and the construction, maintenance, demolition or alteration of structures and equipment to ensure compliance with the provisions of laws, rules and regulations.