



# Jefferson County Commission Internship Job Description and Job Announcement Material

**Job Title: Summer 2026 Intern – Jefferson County**

**Close Date: March 8, 2026**

## **SUMMARY AND JOB DESCRIPTION:**

**Internship Title: Civil Engineering Internships – Roads & Transportation Department**

### **Position Overview**

The Roads & Transportation Department is seeking **Civil Engineering Interns** to support our **Preconstruction** and **Highway Engineering** teams. These internships provide hands-on experience for **undergraduate and graduate Civil Engineering students**—with a focus on **Transportation**—to apply classroom learning to real-world roadway design and construction projects.

### **Internship Tracks**

#### **1. Civil Engineer Intern – Preconstruction**

Ideal for students with a career interest in transportation design, this role offers the opportunity to:

- Work with a CADD design team on active roadway projects.
- Gain exposure to **MicroStation** and **Inroads/Openroads** software to create roadway contract plans, cross-sections, striping layouts, construction specifications, and quantity requirements.

#### **2. Civil Engineer Intern – Highway Engineering**

Designed for students pursuing Civil Engineering, Construction Engineering, or Building Science, this role provides hands-on field experience by:

- Working alongside an inspection team to assist in the execution of a construction project.
- Learning to interpret and apply **design plans and specifications**.
- Supporting project management tasks such as documentation, verification, and oversight of contract plans and specifications.

### **Benefits**

Both internship tracks provide:

- Practical experience with roadway design and construction processes.

- Mentorship from experienced engineers and exposure to government transportation projects.
- Opportunities to enhance technical skills, critical thinking, and project management abilities.

**Qualifications**

- Current enrollment in an undergraduate or graduate **Civil Engineering** program (Construction Engineering or Building Science students encouraged to apply for Highway Engineering track).
- Strong technical, analytical, and communication skills.
- Interest in transportation, roadway design, or construction engineering.

**Compensation**

- Undergraduate: \$17.90 Hourly
- Graduate: \$23.87 Hourly

**Note:**

These positions are part time in nature and not to exceed 32 hours per week and not benefit eligible.