

**J.F. Prieto Engineering Construction Inc.
Civil Engineer Intern**

[The perfect first internship to build up your resume before Junior and Senior year]



**We now have open positions for part time and full time Civil Engineering Interns to learn entry level skills in the following:
*Office Administration*Project Coordination*Project Estimation*Project Managing*Project Consultation*On-site Supervision.**

A little about us: Prieto Engineering is an Engineering Contractor located in the Los Angeles area. This company is jointly managed by both first and second generation family. They have always prided themselves on responding quickly to their clients needs and providing the highest level of quality and service. Due to years of experience, the knowledgeable staff is able to solve almost any situation placed before them. From its inception Prieto Engineering has provided design and construction consultations for all of its clients. Prieto Engineering has grown to house several divisions and lead the industry as experts.

Learning Objectives:

- To communicate professionally with other engineers, architects, project managers, and clients.
- To revise multiple project documents and specifications efficiently
- To read and understand distinct project plans proficiently
- To acquire project knowledge and an understanding of the scope of work
- To properly administer and deliver bids and proposals
- To properly price and estimate the projects

Qualifications:

Must be of at least Freshman status in an accredited College or University
Major must pertain to Civil Engineering (Though other related fields may still apply)
Must be a fluent English speaker (Spanish is a big plus but not required)
Must be an individual of both strong personal and work ethics
Strong commitment and dependability with willingness to learn
Self-sufficient personality fully capable of executing given tasks with little to no supervision
Holds exceptional phone etiquette along with professional poise
Strong communication skills
Fast paced learner, Mac and apple product knowledgeable.
Reliable transportation
Construction experience is a plus (But not necessary)

Application process:

Please email a cover letter and resume to Polly and we will get back to you to let you know if you have been selected for our interview process.

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