



# Upper Occoquan Service Authority

Human Resources Department

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## INTERNSHIP

Close Date: Open Until Filled

Start Date: Mid-May 2024

### OPERATIONS & MAINTENANCE SUPPORT INTERN

Position Title: Operations & Maintenance Support Intern

(Internal ID: 3690)

\$18.00 - \$21.00 per hour (DOE<sup>^</sup>)

8–10-week assignment

#### **WHAT WE ARE SEEKING:**

The Upper Occoquan Service Authority (UOSA), a leader in water reclamation, has a summer internship opportunity in our Operations & Maintenance Division, as **Operations & Maintenance Support Intern**.

#### **DUTIES INCLUDE:**

The **Operations & Maintenance Intern** is responsible for performing progressively difficult tasks, working independently as well as in conjunction with experienced employees. The Intern will be reading and interpreting drawings, Operations & Maintenance manuals, and specifications to gather information. The individual will also field verify information, prepare reports and other written communication and documentation, and research assigned topics to improve maintenance efficiency and safety. The Operations & Maintenance Support Intern will work under the guidance of the O&M Division Director or Deputy Director, Support Systems Manager or others assigned to gain on-the-job training.

#### **REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:**

College students seeking Civil, Environmental, Chemical or Mechanical Engineering or equivalent Engineering/Science degree is desired.

The candidate must have excellent computer skills in Microsoft Office, particularly Excel. A general knowledge of Visio and CAD is desired. The ability to interpret technical text, drawings and schematics is essential to the position. O&M Support Interns must be able to express themselves well (written and verbal) and must have the aptitude or knowledge to learn principles and practices of design, construction and maintenance of a modern Wastewater Treatment facility and pump stations. The candidate must be able to follow verbal instructions and complete assigned tasks with intermittent supervision.

Must be able to perform the physical requirements of the position to include extensive walking, bending, stooping, climbing of stairs and ladders, lifting, and carrying up to 50 lbs. The possession of a driver's license valid in the Commonwealth of Virginia is required.

**This is a temporary position that does not offer UOSA benefits and/or paid holidays.**

**All employment offers are contingent upon the successful completion of a pre-employment drug screen (paid for by UOSA).**

**In order to be fully considered for the position, all applicants must submit a complete online application along with an updated resume via the UOSA website: [Uosa.org/Careers](http://Uosa.org/Careers) > [Candidate Profile](#).**

Once logged into your profile, click on Find Jobs in the upper left-hand corner of the screen, followed by **Search for Jobs**. Review the vacancy and apply for the position.