

STUDENT ASSISTANT JOB DESCRIPTION

Working under the direction of the City Engineer, the Student Assistant will assist the Engineering office as may be needed. This may include some scanning and filing of historic plans on a weekly basis. The majority of work will be to develop a capital improvement project to be constructed in the following calendar year. This work may include site visits, taking measurements, performing calculations, research of guidelines and standards, developing cost estimates and specifications, as well as performing computer aided drafting.