

Job Title: Road Department Intern (Summer)

Location: Fayette County Road Department

Position Type: Internship (Summer)

Hours: Up to 40 hours per week for 10 weeks

Overview: The Fayette County Road Department is seeking a college student looking to gain Project Management experience as an Intern for the summer. This position is ideal for individuals interested in gaining hands-on experience in Public Works in local government.

Key Projects:

- **Asset Management Software Installation:** Assist with laying out a new asset management software system for the Road Department. This includes reviewing old asset software and helping develop the daily needs to maintain the unincorporated Fayette assets, work orders, citizen complaints, GIS data, staffing and record management.
- **Pavement Management:** Help with preparing Road Department annual bid packages for roadway resurfacing and pavement preservation. Includes project estimating, bid package preparation and purchasing process.
- **Project Inspection:** Learn how to inspect an active asphalt resurfacing project to verify that work meets GDOT specifications.
- **Additional Duties:** Perform other tasks as assigned to support operations and enhance user experience.

Qualifications:

- Strong math skills and attention to detail and organizational
- Ability to use Micro Soft Excel
- Comfortable working in an indoor and outdoor setting
- Civil Engineering or similar area of Public Works area of education study path

Benefits:

- Hands-on experience with local government Road Department
- Opportunity to develop a program that will be actively used by Fayette County
- Exposure to real life Public Works activities and environment
- A great addition to resumes for students interested in careers in Civil Engineering or Construction Management.