ENGINEERING SUMMER AND YEAR-ROUND CO-OP PROGRAM

The Metropolitan Water District of Southern California and Cal Poly Pomona CO-OP Program

PROGRAM BACKGROUND
Fifteen students will be eligible to participate in Metropolitan’s Engineering Services Group Summer and Year-round Cooperative Education Program, which is designed to enhance academic studies with hands-on work experience. Students must currently major in a field of engineering to include civil, electrical, mechanical and chemical. The program is offered through Metropolitan, Cal Poly Pomona Foundation, Inc., and the Cal Poly Pomona Center for Community Engagement – CO-OP Education Program.

PROGRAM DETAILS
POSITION: CO-OP student engineer
SALARY: $15/hour
TIMEFRAME:
Summer internship: Three months beginning June or July 2020
Year-round internship: Nine months beginning July 1, 2020 - March 30, 2021
(Seniors graduating during the timeframe of the Year-round program are ineligible to apply)
WORK LOCATION:
Metropolitan’s downtown Los Angeles headquarters and other worksites including Yorba Linda and Sun Valley

WORK SCHEDULE DETAILS
Summer interns will work full-time, 144 hours per month. Students will have every other Friday off, and work will be coordinated with their supervisors. Year-round interns will work full-time during the summer and part-time, 20 hours per week maximum, during the academic year. There will be no overtime pay.

GENERAL DUTIES INCLUDE:
- Engineering analyses.
- Engineering work such as calculations, design details, and various estimates for (e.g., water treatment facilities and distribution systems).
- Preparation of reports, spreadsheets, presentations, project schedules, and/or budgeting.
- Research and data analyses.
- Support fabrication inspection of structural steel, welded steel pipe, and other misc. duties at district facilities.
- Support field inspections, materials testing, related duties including maintaining project records.
- Participation in field work, site visits, and business support as required.
- Maintaining and filing of project records and technical standards and other project and business support work as required.

ABOUT METROPOLITAN
Metropolitan is a public agency and a regional water wholesaler. It is a voluntary cooperative of 26 member agencies that purchase some or all of their water from Metropolitan. These member agencies and sub-agencies provide water for approximately 19 million people across six Southern California counties. The mission of Metropolitan is to provide its 5,200 square-mile service area with adequate and reliable supplies of high-quality water to meet present and future needs in an environmentally and economically responsible way. The Engineering Services Group plans, designs and manages new construction and upgrade of existing facilities.

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ELIGIBILITY REQUIREMENTS

- Currently enrolled in an accredited four-year BS Engineering program with a minimum overall GPA of 2.5.
- Sophomore, junior, or early senior status. Seniors graduating during the timeframe of the Year-round program are ineligible to apply.
- Completion of at least one year of satisfactory study in Engineering and relevant course work needed to perform the duties of the internship.
- Summer CO-OP interns must work full time (40 hours per week except for the week with the designated Friday off). Please note that you cannot be enrolled in summer school.
- **Important note:** All Year-round students must enroll in a CO-OP/Program course for the duration of their CO-OP internship. Students must consult with their faculty advisors to ensure they enroll in the appropriate course and satisfy any requirements set by their university. Failure to confirm CO-OP/Program course each term before deadline will result in immediate termination from the program. Please note that you cannot be enrolled in summer school.
- Employment under the Metropolitan/Cal Poly Pomona Foundation agreement is temporary and can be terminated without cause at any time. Applicants MUST be a U.S. citizen or able to document the legal right to work in the U.S.

DESIRABLE SKILLS

- Working knowledge of MS Office or other software (e.g. Adobe Pro, BlueBeam).
- Coursework or experience in drafting/drawing preparation; static, dynamic, intermediate structural analysis; strength of material, surveying, and soil mechanics.
- Knowledge of mechanical equipment, welding processes, non-destructive testing, construction means and methods, water treatment plant operations, and water distribution systems.
- Effective verbal and written communication skills.

APPLICATION INSTRUCTIONS

If applying for both Summer and Year-round positions, an application is required for each internship position. Applicants must submit the following:

1. CO-OP Program application
   https://app.calstates4.com/cpp/co-op-program-application
   If you have completed this online form, you do not have to complete it again.

2. Online job application via Sponsored Program link

3. Metropolitan Positions of Interest Form: Submit this form to indicate the Metropolitan position you are applying for. This form can be found via https://www.cpp.edu/cce/co-op-education/students/forms.shtml

4. Cover Letter: submit a one-page cover letter, which specifies the position number you are applying for.

5. Resume

6. Most current unofficial transcripts with at least a 2.5 GPA.

7. Interview Availability Form: Submit this form to indicate your availability for interviews at Metropolitan's downtown Los Angeles Headquarters from February 24 - March 5, 2020, and include your estimated date of graduation. This form can be found via https://www.cpp.edu/cce/co-op-education/students/forms.shtml

EMAIL ITEMS #3 - #7 TO: CO-OP@CPP.EDU

In the email subject line, please indicate the Cal Poly Pomona (CPP) Job# **Summer Job# SUMMER2020** and (or) **Year-Round Job# YR2020**.

***If applying for both positions, you must apply separately for each position.***

**APPLY NOW!**
APPLICATION DEADLINE: JAN. 31 2020 BY 5PM