

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.



The Metropolitan Water District of Southern California

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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
https://cta.cadienttalent.com/index.jsp?locale=en_US&APPLICATIONNAME=CalPolyPomonaFoundationncReqExt
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**



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