POSITION:  Summer Internship / Full Time (Temporary) Hourly

DESCRIPTION:
SteelFab summer internships are full time, hourly employees during traditional college summer break. Interns are introduced to construction and business. Exposure to conceptual estimating and detailed steel takeoffs for bids will be learned and performed. Coordination and follow up with vendors to obtain proposals for bids. Organization of bid information and updating current drawing logs and files. Assisting project managers with small orders, deliveries, and site visits (local travel). Work hours are normally 40 hours per week, from 8:00 AM to 5:00 PM. Normal week requires minimal local travel to jobsites and customers offices. The position pays $13.50 per hour.

RESPONSIBILITIES:

• Estimate takeoffs for steel scope and quantities
• Preparation of conceptual and preliminary pricing with assistance from sales and estimating
• Use of Microsoft Office and industry specific software
• Organize job data and drawings for project managers and estimators

MINIMUM REQUIREMENTS

• Active participant in an accredited university majoring in engineering, construction management or related fields
• Minimum of 3 semesters of college completed with 2.5 GPA
• Fluent English speaker
• Interns are responsible for their own housing, transportation, and meals.

Internships currently available in the summer 2015 in both Charlotte and Raleigh (one internship each location)