



Position Announcement

Engineering Intern

Posting Date: January 26, 2026

APPLICATION DEADLINE:	Interested candidates are encouraged to apply as soon as possible. Interviews may be conducted as applications are received. This position will remain open until filled.
SALARY RANGE:	\$18.00 - \$22.00
HOURS PER WEEK:	40 hours per week, non-exempt status.
TERM/DURATION:	Summer Internship (May – August)+/-

**Now seeking applicants for the position of:
Engineering Intern**

JOB SUMMARY: In this role you will assist the Engineering Division within the Village's Public Works Department. In this position you will assist with various tasks, including maintenance of daily project logs, construction inspection, and quantity documentation for concrete, water main, and roadway projects; plan and exhibit reviews; data entry and documentation; elementary surveying; and general office tasks such as scanning and filing.

What You'll Do:

- Assists the Engineering Division in new or ongoing projects as directed by the Village Engineer, Capital Projects Manager, or Engineer II.
- Assists with research and implementation of various infrastructure studies including, but not limited to, evaluating the condition of Village utilities, such as storm sewers, to determine their condition and remedial action plan necessary to correct any deficiencies discovered.
- Assists in the construction management of Village public improvement projects.
- Assists in providing public relations services for various capital improvement projects.
- Assists in the review and updating of the municipal website construction project updates.
- Assists with private development plan reviews, inspections, as necessary.
- Manages various computer applications as assigned.
- Assists division staff with survey or GPS data collection.
- Performs other duties as assigned.

What We're Looking For:

- Must be at least 18 years of age
- Valid Driver's License
- Ability to lift up to 50 pounds and work outside for extended periods of time
- Must be a full-time college student seeking a degree in Civil Engineering, Construction Engineering, Environmental Engineering, or a related engineering field.

Knowledge, Skills, and Abilities

The successful candidate shall have the ability to work in a fast-paced environment, strong customer service skills, excellent oral and written communication skills, knowledge of Microsoft Word, Excel, Adobe, and Chat GPT (AI). CAD drafting methods and experience in Bluebeam are pluses. Ability to make standard engineering calculations and to prepare and interpret engineering plans and specifications. Working knowledge of basic civil engineering principles, including trigonometry and higher mathematics used in engineering practices. Knowledge of general office skills and the ability to organize information is also important. Position requires working both indoors and outdoors, occasionally in adverse weather conditions, and extensive walking.

TO APPLY:

Interested candidates are required to complete and submit an online [employment application](#) and resume.

The Village of Algonquin is an Equal Opportunity Employer.