



City of Idaho Falls
Electrical Engineer Intern

SALARY	\$15.00 Hourly	LOCATION	Idaho Falls, ID
JOB TYPE	Temporary	JOB NUMBER	2023-0906
DEPARTMENT	Electric	DIVISION	Electric A & G-Engineering
OPENING DATE	09/06/2023	CLOSING DATE	Continuous

General Purpose

The City of Idaho Falls is currently accepting applications for the position of Electrical Engineer Intern. This position performs a variety of complex design and drafting tasks essential to design preparation, research in depth electrical supply equipment specifications, maintains maps, electrical system model and other data, and participates in planning of various systems associated with Idaho Falls Power facilities. Works under the direct supervision of the Electrical Engineer.

It is expected that this temporary full-time internship will last for approximately 3-5 months and is flexible with an individual's school schedule.

To apply, candidates must complete an electronic employment application and upload a copy of their college transcripts.

Essential Functions

Works closely with Idaho Falls Power staff including Electrical Engineer and T & D Superintendent. Tasks may involve significant computer programming, Adobe and Microsoft Office skills.

Utilizes GIS and traditional drafting and AutoCAD programs to assist as necessary in the support and maintenance of electric utility maps.

Performs crucial research function as pertaining to specific new and existing equipment and facilities.

Prepares connection and schematic diagrams for substations, traffic signals, and various supervisory equipment, (i.e. remote control devices).

Performs specialty tasks as assigned.

Minimum Qualifications

1. Education and Experience:

A. Completion of two (2) years of college level engineering program including completion of courses Circuits I, II and a programming class; AND B. Considerable knowledge of drafting methods and practices including proficiency in AutoCAD; considerable knowledge of mathematical calculations; OR C. An equivalent combination of education and experience.

2. Knowledge, Skills, and Abilities:

Shows consistent high level of motivation, ability to multitask, plan, organize, and direct the work of others.

Ability to read and interpret maps and charts; must be able to develop effective working relationships with supervisors, fellow employees, and the public; must be able to effectively communicate verbally and in writing with other utility personnel and other City division personnel.

Experience with application of construction plans or device specifications in design and construction, work experience might include environments like Mechanic, Construction, Engineering or Architecture, Programming, etc.

Agency

City of Idaho Falls

Address

700 Park Avenue
PO Box 50220
Idaho Falls, Idaho, 83405-0220

Phone

208-612-8248
208-612-8106

Website

<http://www.idahofallsidaho.gov/>

Electrical Engineer Intern Supplemental Questionnaire

*QUESTION 1

What best describes your level of education?

- ☐ Some High School
- ☐ High School Diploma or GED
- ☐ Some College/Vocational Training
- ☐ Associate's Degree
- ☐ Bachelor's Degree
- ☐ Master's Degree or Higher

*QUESTION 2

Have you completed college level coursework in Engineering?

- ☐ Yes
- ☐ No

*QUESTION 3

How many years of college level Engineering have you completed?

- ☐ Less than 1 year
- ☐ 1 year

- ☐ 2 years
- ☐ 3 years
- ☐ More than 3 years

***QUESTION 4**

Have you completed college level courses Circuits I and II?

- ☐ Yes
- ☐ No

***QUESTION 5**

This internship requires proficiency in drafting methods and practices, including proficiency in AutoCAD. Which answer best describes your skills? Make sure your answer is supported in either the Work History or Education section of the application.

- ☐ I have learned these skills through formal education.
- ☐ I have learned these skills through work experience.
- ☐ I have learned these skills through both formal education and work experience.

*** Required Question**