



## CONSTRUCTION INSPECTOR INTERNSHIP

The **Niagara Frontier Transportation Authority** is a public authority serving Erie and Niagara counties. The NFTA employs 1,500 individuals and owns and operates the **Buffalo Niagara International Airport and the Niagara Falls International Airport** as well as **Erie County's public transportation system, Metro Bus and Rail**.

The purpose of the seasonal, **paid** Construction Inspector Internship Program at the NFTA is to provide qualified students with practical and valuable project- based learning experiences within their related field of study. All tasks completed within the internship program are aligned with the program's guidelines and fall under the overall objectives of NFTA's Engineering Department.

**Title:** Intern, Construction Inspector, Engineering Department  
**Hours Per Week:** 16-24\* based on availability  
**Days:** TBD, based on availability\*  
**Office Location:** Metropolitan Transportation Center, 181 Ellicott Street, and at various construction sites.

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### GENERAL STATEMENT OF DUTIES

This position is responsible for supporting the daily job duties of the Construction Inspector. Work is performed under the supervision of the Construction Manager and is evaluated through observation, conferences and reports. This position will begin in January 2019 and hours are flexible to accommodate current class schedule.

### ESSENTIAL FUNCTIONS

This position observes, verifies and documents construction contractor progress. Essential functions include:

- Complete inspection reports
- Take construction progress photos
- Calculate quantities of materials
- Calculate contractor completion percentages
- Review onsite materials testing procedures and compliance
- Review contractors certified payroll submissions
- Participate in progress review meetings
- Review contractors schedule for completeness and compliance
- Review monthly payment requests
- Coordinate onsite construction activities with NFTA personnel
- Participate in constructability reviews and field changes

### KNOWLEDGE, SKILLS AND ABILITIES

Familiar with (and/or a drive to learn) reading plans, specifications and shop drawings used for civil, structural, mechanical and electrical construction. Ability to monitor construction to ensure compliance with the design. Verbal and written communication skills are a must. Ability to perform basic mathematical calculations; understand and carry out oral and written instructions and work safely are required.

### MINIMUM QUALIFICATIONS

Candidates must be at least 18 years of age and actively pursuing (a) a two-year Associates Degree in Civil Engineering Technology and /or Construction Technology or (b) a four-year Bachelor's degree in Civil Engineering. A high level of organization, attention to detail and self-motivation is necessary. **Must have reliable transportation – position involves traveling to different work sites.**

### PHYSICAL REQUIREMENTS

Accomplishing work requires the ability to work both outside and indoors of a construction site. Tasks involve the intermittent performance of physically demanding work typically involving descending pits, climbing ladders and walking on scaffolds, roofs and structural steel, and may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds).

**ENVIRONMENTAL REQUIREMENTS:** Work is typically performed in construction site conditions with rare exposure to disagreeable environmental factors. Some time is spent in office conditions.

**TO APPLY:**

**To apply for this internship please submit the following as indicated:**

- Resume with cover letter including related experience as well as a **writing sample\*** (acceptable forms of writing samples include graded papers, and published articles)
- Include work availability Monday through Friday between 8 AM – 4 PM
- Completed employment application available at [jobs.nfta.com](http://jobs.nfta.com) to:  
**buffalointernships@sayyestoeducation.org**

**DEADLINE:** December 7, 2018 – interviews will take place in December and the candidate will begin in January.

***Niagara Frontier Transportation Authority is an Equal Opportunity Employer***