



JOB DESCRIPTION

CONSTRUCTION MANAGEMENT INTERN (SUMMER 2019)

Introduction

Swalling General Contractors, LLC, is an Alaskan owned and staffed general contractor specializing in commercial construction for bridges, buildings, docks, and other heavy civil projects. Since 1947, the Swalling name has been synonymous with top-quality construction in Alaska. Swalling offers its clients construction management and general contracting services with an emphasis on collaborative project delivery methods. We draw from our unique wealth of experience to tackle complex challenges across the Last Frontier. Currently, Swalling is seeking qualified applicants for the position of Construction Management Intern for the Summer 2019 construction season.

Job Overview

The Construction Management Intern will work with all members of the company to provide high quality project support for a multitude of pre-construction and construction activities for commercial bridge/heavy civil and building projects. Activities may include: cost estimating, document coordination, design team collaboration, submittals review, interpretation of plans and specifications, communication with subcontractors, tracking and reporting daily activities, monitoring safety, procuring and tracking delivery of materials, reviewing shop drawings, processing requests for information, expediting, and various other duties as assigned. The CM Intern will work under the direction of the Operations Manager and support project managers, superintendents, and others.

Qualifications

Successful applicants will possess the desire to excel in the commercial construction industry in Alaska through leadership, mentoring, cooperation, hard work, and a commitment to excellence. Minimum requirements for this position include:

- ◆ High School Diploma, GED, or equivalent.
- ◆ Enrollment in a Construction Management degree program at an accredited college or university.
- ◆ Technical proficiency with MS Office (i.e., Word, Excel, etc.), email, and other software.
- ◆ Valid State of Alaska driver's license.
- ◆ Ability to pass a criminal background check and pre-employment drug test.
- ◆ Interest in learning all aspects of commercial construction management.
- ◆ Interest in supporting a high-performance team of construction professionals.
- ◆ Ability to travel within Alaska, as required (estimated at up to 25% of the time).
- ◆ Ability to maintain a positive "can do" attitude.

Summary of Benefits

This is a temporary, part-time, and flexible hourly position. The anticipated employment period is June 3–August 30, 2019.

Applicant Instructions

To be considered for this position, please send an introductory email/cover letter, proof of enrollment in a college or university construction management program, and a résumé that includes employment history, education/training, industry interests, and three references to: **jobs@sgcak.com**.

Application Deadline

May 10, 2019.

PLEASE NO PHONE CALLS. EOE.