

NEW MEXICO HIGHLANDS UNIVERSITY – LUNA COMMUNITY COLLEGE

ARMAS/USDA – FRRRE/ACE

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INTERNSHIP JOB ANNOUNCEMENT

Posting Date: August 1, 2010

Position: Spring 2010 Civil Engineer Technician - O (P#: 21057)

Job Code: E30220

Tool #: 805-44-30-10-00-08

Department: New Mexico Department of Transportation, Las Vegas, NM

Reports To: Carla D. Arellanes

Job Type: 1 Student Internship (Freshman or higher)

Rate: \$12/hr

Fall 2010: 15hrs/week

TOOL#: 805-44-30-10-00-08		Location: Las Vegas
Classification Title: Civil Engineer Technician - O (P#: 21057)		Location Code: 1203
Job Code: (#) E30220	Working Title: Civil Engineer Technician – O	
Agency: New Mexico Department of Transportation		
Recruitment Begin Date: Spring 2010		Recruitment End Date: Summer 2010
Contact Person: (include phone number) Carla D. Arellanes (505) 454-3651		
Purpose of Position: This position will assist with producing drawings, quantity estimates and preliminary project cost estimates using computer aided drafting and design workstations. Operate and maintain large format scanning station and archive system. Assemble and update various District Maps. Position will be transferred to Las Vegas.		
Assessment: (Determined by SPO)		
Education: High School Graduate or GED.		
Experience: 1 year experience in computer aided drafting (AutoCAD and/or Micro station) and micro soft office. (Education from an accredited college or vocational training in the above fields will substitute for experience on a month for month basis up to 6 months).		
Employment Conditions (Special): A valid NM driver's license. Pass pre-employment exam. Driver's license verification and reference check required. This position is covered by a collective bargaining agreement and all terms/conditions of that agreement apply and must be adhered to.		
Working Conditions: Work in office and field settings; exposures to inclement weather, heights, heavy traffic, and walk or stand on uneven surfaces. Extensive video terminal use.		

HOW/WHERE TO APPLY:

Go online to www.armasineducation.com or pick up application package at ARMAS (Engineering Bldg #106) with Monique Esquibel (T.426-2010) or with Mabel Suárez (T. 426-2104).

Contact Information:

Dr. Edward Martinez
Dr. Jennifer Lindline
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NMHU, Ivan Hilton Science Bldg
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or
Mabel Suárez, Internship Coordinator
Monique Esquibel, Center Office Specialist
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