

## Summer Student (Civil Engineering Assistant)

DEPT. OF ENGINEERING & PUBLIC WORKS

**CLOSING DATE: Friday, 22 March 2024 at 4:00 p.m.**

### **YOUR OPPORTUNITY**

To provide assistance to the daily operations of the Engineering Services Division positioned within the Oromocto Department of Engineering & Public Works.

These positions are ideally suited for, but not limited to, students studying Civil Engineering, Civil Engineering Technology, Geodesy and Geomatics, and Geographic Information Systems.

### **DUTIES & RESPONSIBILITIES**

- Work with civil/municipal engineering CAD design files and site plans
- GIS data collection and historical data entry
- Basic roadway surveying, and grading
- Perform GPS survey pick-up and layouts
- Handle public inquiries regarding Town development
- Other related civil engineering and GIS duties may be assigned

### **SKILLS & QUALIFICATION REQUIREMENTS**

- Excellent interpersonal and communication skills
- Ability to perform general labour tasks
- AutoCAD drafting experience considered an asset
- GPS land surveying experience considered an asset
- GIS mapping experience considered an asset
- MS Office proficiency considered an asset

*Safety orientation and any other specialized training related to the position, including software that will be used, will be provided.*

## ELIGIBILITY REQUIREMENTS

- Possession of a current Class 5 driver's license
- Must be full-time students, either entering or currently enrolled in post-secondary institutions for Fall 2024. Please include either confirmation of enrollment or proof of enrollment.

## HOURS OF WORK

The hours of work are Monday - Friday from 7:00 a.m. - 3:30 p.m.: 40 hours per week.

Anticipated Work Term: May - August (16 weeks)

## WORKING CONDITIONS

Work often performed in an outdoor environment. Includes use of power tools and operation of small equipment.

## APPLYING FOR THIS POSITION

Positions are subject to funding approval and any Town hiring policies.

Applicants are to forward a completed Summer Student Employment Application Form and resume to:

**Town of Oromocto**  
**Subject: Summer Student Application 2024**  
**Attention: Human Resources**  
[HR@oromocto.ca](mailto:HR@oromocto.ca)

Applications can also be received at the Town of Oromocto Municipal Offices  
**4 Doyle Drive**  
**Oromocto, NB E2V 2V3**

Applications must be received no later than the closing date of  
**Friday, 22 March 2024 at 4:00 p.m.**

Thank you for your interest. Only candidates selected for interview will be contacted.

*Competition may remain open until all positions are filled.*