



OPERATIONS INTERNSHIP OPPORTUNITY

The Water Replenishment District of Southern California (WRD or District) is seeking a motivated intern for its Operations Department. This intern will have the opportunity to gain real world experience supporting various operations-related projects and activities associated with the District's water recycling facilities. Under supervision, this position will work with staff who directly support the operations and maintenance of the treatment facilities, including treatment plant operators, engineers, compliance specialist and the Water Operations Superintendent.

POSITION SUMMARY:

This multifaceted position will span a variety of activities and therefore require the incumbent to be highly motivated and exercise flexibility while performing various tasks related to the operations of the treatment plants. This position is part-time, and will require 10-18 hours per week, which will be coordinated with school schedules. Assignments may include, but are not limited to:

- Collect, analyze and interpret operational data and make recommendations/propose solutions.
- Prepare and maintain spreadsheets, standard operating procedures, operational logs, presentations and other technical documents.
- Participate in hands-on activities including water quality testing and pilot-scale system operations, data compilation and interpretation.
- Support programs and projects, including tracking budgets and schedules, filing, reviewing contracts, reports, etc.
- Assist with the implementation and utilization of the District's asset management program at the treatment facilities.
- Attend project meetings and participate in District events and activities as needed.

QUALIFICATIONS:

Candidate must have basic knowledge of scientific and engineering principles via undergraduate studies in Environmental or Chemical Engineering, Environmental Science or equivalent; the ability to apply a reasonable level of technical and mechanical aptitude; perform duties in a timely manner with minimal supervision once trained; excellent written, verbal and organizational skills; working knowledge of basic computing, spreadsheets, word processing and presentation via Microsoft Office platform. Experience with statistical methods and the principles of water/wastewater treatment is a plus. The incumbent must be flexible to work in multiple settings, including office and outdoors in the District's treatment facilities.

Other District qualifications related to the internship program include the following:

- Must be currently enrolled as a junior or senior in an undergraduate program at an accredited college or university or be a recent college graduate (within 6 months) with a degree in or closely related to the field of the internship.
- Successful completion of an application, pre-employment physical examination and drug screening.
- Successful completion of a pre-employment background check.
- Must provide a copy of current college transcript.
- Must provide proof of COVID-19 vaccination upon offer of employment. The candidate may request an accommodation based on a medical condition or sincerely-held religious belief. Each accommodation request will be evaluated on a case-by-case basis. If an accommodation is approved, the candidate will be subject to weekly COVID-19 testing.

COMPENSATION: \$18 per hour for undergraduate and \$20 per hour for graduate students

HOW TO APPLY:

Interested candidates can apply by downloading and completing a WRD application available on the District website at <https://www.wrd.org/careers>. Please submit a cover letter and resume with your application. **No candidate will be considered without submission of a cover letter, resume, and a fully completed and signed employment application.**

APPLICATION DEADLINE: OPEN UNTIL FILLED

Completed application, cover letter, and resume should be submitted via email at careers@wrd.org.