

**ENVIRONMENTAL ENGINEERING INTERN****Duties and Responsibilities**

Under direct supervision, performs elementary environmental and/or fire protection engineering work in the field, office or laboratory and receives training in engineering work of moderate difficulty and responsibility on the Assistant Environmental Engineer level. The work and training may be in one or more of the following engineering areas: development, design, drafting, specifications, estimating, construction, inspection, operations, maintenance, and in the areas described under Examples of Typical Tasks below; prepares associated reports and correspondence and maintains records; performs related work.

**Examples of Typical Tasks**

Assists in research, investigations, or studies, related to the environmental and/or fire protection engineering functions or activities of a department or agency.

Assists in conducting emission inventory, discharge analysis and other environmental engineering studies. Collects data to determine the source, nature and extent of contaminants.

Analyzes equipment operation and process to determine operational or equipment changes on control equipment for effective control of emissions, discharges or other environmental contaminants.

Assists in the conduct of environmental and/or fire protection engineering pilot studies, source and area sampling, including collection of samples, and other engineering tests on equipment and processes.

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ENVIRONMENTAL ENGINEERING INTERN (continued)Examples of Typical Tasks (continued)

Assists in the preparation of maps, plans, drawings, specifications, and estimates for environmental and/or fire protection engineering projects. Makes drawings and sketches. Performs mathematical calculations.

Reviews less difficult plans and specifications accompanying environmental permit applications.

Participates in routine inspection operations, routine installation or routine testing operations in a laboratory, manufacturer's plant facilities, or on a job site by observing, checking and certifying the materials and equipment to be incorporated in public works, plants or structures.

Assists in the design, inspection, construction, demolition, and/or alteration of premises to secure compliance with contracts, drawings, specifications, codes, resolutions, statutes, rules, or regulations.

Participates in the operation and maintenance of public works and the preparation of recommendations for alterations or repairs.

Is trained to perform such tasks as supervising a small squad, unit or group engaged in the performance of elementary engineering work; engaging in research, investigations, or studies related to the environmental and/or fire protection engineering functions or activities of a department or agency; and estimating costs, materials and labor requirements.

May operate a motor vehicle in the performance of assigned duties.

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ENVIRONMENTAL ENGINEERING INTERN (continued)Qualification Requirements

A Baccalaureate degree in environmental, fire protection, chemical, mechanical, petroleum, aeronautical, or materials engineering from an accredited college.

A Baccalaureate degree in engineering technology is not acceptable.

License Requirement

A Motor Vehicle Driver License valid in the State of New York may be required for some assignments. Employees must maintain this license for the duration of their employment in such assignment.

Direct Lines of Promotion

None. This is a trainee class of positions subject to Rule 5.8.1 of the Personnel Rules and Regulations of the City of New York and has a two year probationary period. Permanent Environmental Engineering Interns who satisfactorily meet all requirements at the end of one year will mature without further examination and on a probationary basis to the title of Assistant Environmental Engineer (20617) for the remaining one year probationary term.