

SAMPLE DESCRIPTION OF STUDENT POSITION

Student Position Title: **Student Associate**

Company Industry: **Construction**

Address of Primary Work/Study Location:

3625 24th Street

San Francisco, CA 94110

Supervisor 1

Name: Jane Doe

Title: Superintendent

Phone: 415-555-1234

Email: janed@samplecompany.com

If you have an additional supervisor, please complete:

Supervisor 2

Name:

Title:

Phone:

Email:

Primary Responsibilities:

- Gain deeper understanding of budgets, cost accounting, invoices, contracts, and management tools
- Gain hands on understanding of jobsite coordination, schedules, and safety procedures
- Develop skills in plan and model reading and working understanding of design discipline coordination, plan development, value engineering principles and methodology to incorporate ideas into the design process
- Work productively and collaboratively with others in evaluating problems and alternatives
- Other duties as assigned

Please share the desired characteristics and skills of your Student Associate(s):

- Interest in Construction/Engineering or excited to learn
- Interest in art, drawing, design, and math
- Self-starter, proactive, curious
- Open to supporting overall site logistics and coordination