

## Water Services Intern, City of Phoenix

**Website:** <https://www.phoenix.gov/waterservices>

**Internship Start and End Dates:** Fall C session, approx. mid- August through early Dec

**Hours per week / total number of hours:** approx. 15 hours per week

**Schedule:** Schedule to be determined based on student's availability during normal business hours, M-F, between the hours of 8 AM to 5 PM.

**Compensation:** This internship is supported by a scholarship in the amount of \$4,500.

**Internship is conducted (in person, completely virtual, hybrid):** in person

**Organization physical address:**

Water Services Facility, 2470 S. 22nd Ave, Phoenix, AZ 85009

### About City of Phoenix Water Services:

**Mission:** To provide high quality, reliable, and cost effective water services that meet public needs and maintain public support.

**Vision:** We will provide superior water services while perpetuating environmental excellence and focusing on safety

### Position Description and overview:

Asset & Development Planning Division interns will be performing a combination of the following tasks:

- Data analysis for utility locating work assignment efficiency
- WAM Upgrade project SharePoint page development following WSD template
- Assist asset management staff to research asset information and develop asset type failure profiles
- Review and validate data for asset specification, manufacturer information, cost, and age

### Deliverables:

Expected deliverables may include database, spreadsheet, business process maps and/or developed SharePoint site

### Learning Objectives / Opportunities:

Importance of data entry validation, data management tools to ensure clean and useful data, and data interpretation and analytics of real word data.

Understanding of complex processes associated with cross-functional groups within a large municipal utility

Communication, working, and collaboration in a team setting/environment.

## **Training / Orientation:**

Interns will receive training on all required software tools. All work and analytical results are closely monitored by Water Services Department staff.

## **Qualifications:**

- Undergraduate student, must be enrolled full time during Fall C
- Enrolled in a college or university program as a junior or senior
- Some college level course work in sustainability, environmental and natural resources, urban planning, civil engineering, business economics, project management, public administration, geography, hydrology, and/or computer science
- Intermediate proficiency MS Word and Excel; beginner to intermediate proficiency using ESRI ArcGIS
- Basic proficiency in a database structure
- Ability to read, speak, write in English
- Experience in data compilation, quantification, and interpretation; graphing; and report writing
- Selected candidate will be required to complete a background check for badging and computer access.

## **Application Process:**

- Submit resume and cover letter clearly articulating interest and qualifications for this role to:  
[caroline.savalle@asu.edu](mailto:caroline.savalle@asu.edu)
- Apply by July 10, 2022