OVERVIEW

Innovative Air, a construction HVAC mechanical contractor, has been serving the Las Vegas and Henderson communities since 2009. We believe in good quality work led by experience and our 40 employees prove that every time they are on a job. Specializing in Design Build, Retrofit and Tenant Improvements - we make the want happen.

Roles and Responsibilities
Innovative Air is seeking an Intern to work 20-25 hrs per week. The Intern will report to the Project Manager, Design Team Estimator. The Intern will review project specifications from drawings and submittal requirements. Provide requested costs associated with tasks assigned. Assist in Scheduling, Planning, Forecasting, and resourcing project requirements. Formulate project parameters and assignment needs. Interact with clients interpreting their needs in the field. Perform quality control of budgets, schedules, personnel reporting on project status. Ensure the projects compliance with the applicable codes, practices, policies, performance standards and specifications. Work alongside IA project managers to conduct risk assessments in connection with change orders.

*The Intern will also work 40 hrs (or more) in the field with various project foreman.

Education and Qualifications
Must be pursuing a degree in Mechanical Engineering, Construction Management or other related fields. Highly analytical, understand metrics and advanced mathematical equations, understand and have the ability to read drawings.

Preferred Skills
Basic computer skills, Word, Excel, PowerPoint, AutoCad (preferred) good written and verbal communication, ability to accept question and criticism, be a self-starter, have great time management, understand urgency.

Marian Mason | Internship & Career Services Coordinator | coecareer@unlv.edu | https://unlv.edu/engineering/jobs
UNLV, Howard R. Hughes College of Engineering
How to Apply
Send Resume & Cover Letter to EA@innovativeair.co