OVERVIEW

The Clark County Water Reclamation District is seeking a Geographic Information Systems (GIS) Intern. The Clark County Water Reclamation District is responsible for treating wastewater through a variety of treatment processes that is ultimately discharged back to Lake Mead. The internship program works with students to further their knowledge in a variety of disciplines, including: Engineering, Computer Science, Laboratory (Biology or Chemistry), Geoscience, Earth and Environmental Science, Finance and Accounting. We provide a hands on experience that allows the interns to utilize their knowledge in practical day-to-day operation of an environmental facility.

INTERNSHIP ROLES AND RESPONSIBILITIES

- Provide project assistance in the development and maintenance of various sewer collection and wastewater treatment plant GIS datasets.
- Assist with the data research/gathering and compilation, AutoCAD, GPS, mapping, and data analysis.
- Perform varied data gathering and entry to create, maintain, display and update GIS databases.
- Edit plant utility data and correct data topology/attributes based upon found items during SUE project process.
- Make field visits to visually locate items to resolve conflicting information and ensure accuracy of data.
- Record and document details of map updates, additions and/or deletions.
- Create feature class level metadata and attribute level metadata for plant utilities and structures.
- Assist GIS Staff in the development of standardized symbology and create new symbol style libraries for use within ArcMap and ArcGIS Pro.
- Research existing easements and lease agreement documents gathering specific attributes for inclusion into the data layers.
- Assist staff in locating missing easement documents and data for updates to the database.
- Assist in the update of collection system data with field collected GPS points.
- Perform field data collection within the wastewater treatment plant using GPS.
- Produce accurate maps and other representations to meet user requirements.
- Work independently and effectively to complete assignments.
- Software to be used includes ArcGIS Desktop 10.X, ArcGIS Pro, AutoCAD, AutoCAD Civil3D (training will be provided)
REQUIRED SKILLS AND EDUCATION

Honors College student enrolled at UNLV and working towards a degree in one of the fields listed in our application. This prepares the intern to be able to actively participate in the work of their program.

HOW TO APPLY

To apply, please email your resume/CV, transcripts, and a cover letter to Brenda Pappas, Assistant General Manager, at bpappas@cleanwaterteam.com. The deadline for submitting application materials is ongoing.

MAIN CONTACT

Brenda Pappas, Assistant General Manager, 702-668-8050 or bpappas@cleanwaterteam.com.