WDI PROJECT CONTROLS SPECIALIST INTERNSHIP

Posting ID: IN18702575

Company Website: https://thewaltdisneycompany.jobs/

Company: The Walt Disney Company

Work Location: Glendale, CA

Position Type: Full-Time

Salary: DOE

College Major(s): Construction Management (CEM), Entertainment Engineering (EED)

College Level(s): Undergraduate-Junior, Undergraduate-Senior, Graduate Student, Alumni

OVERVIEW

What we’re looking for...
An intern who will work within the department that provides planning and scheduling expertise to all WDI functional disciplines and project teams. Our department develops comprehensive implementation strategies and incorporates deliverables into discipline schedules. We prepare contractor/vendor bid package schedule reporting requirements and determine contract schedule milestones. We ensure project plans and schedules are consistent with Show and Ride strategies, and monitor and evaluate risks and present recovery/mitigation plans to support the project schedule objectives. We also perform earned value analysis and progress reports when needed.

The approximate dates of this internship are August 2018 through January 2019.
Interns must be fully available for the duration of the internship.

Roles and Responsibilities
- Assist Project Planners in development of scope, strategy, and estimate documents to develop design and/or production schedules
- Progress and update schedule status for each schedule activity (percent complete, remaining duration, etc.)
- Coordinate with Project Planners, vendors and responsible team members to develop and integrate activity durations and logic sequences required to perform project work
- Produce schedule reports, as required, supporting project and functional management reporting needs
- Apply appropriate policies and procedures, including WDI planning procedures and reporting requirements
- Work with project team members as required to collect and assemble information
- Communicate with team members to collect and assemble information relevant to planning and scheduling tasks and progress/status reporting
- Prepare bi-weekly Earned Value reports
Education and Qualifications

- Working knowledge of computerized schedule programs
- Experience with preparing project plans from scoping/strategy documents, and working with deliverables and strategies to develop schedules
- Ability to coordinate with project planners, vendors/consultants, and responsible team members to develop activity durations and logic sequences required to perform project work
- Understanding of CPM scheduling and developing schedule logic using Primavera Project Planner
- Knowledge of design, manufacturing and/or construction
- Knowledge of BIM

Required Education:
Currently enrolled as a Junior or higher, or graduated within the past 6 months, from an accredited college/university, earning a degree majoring in Engineering, Project Management, or Construction Management with an emphasis on scheduling.

Preferred Skills

- Experience with using graphic programs to assemble presentations and visual plans desired
- Knowledge of planning and scheduling and/or Disney planning/coordination experience
- Hands on Primavera and/or computer scheduling experience
- Knowledge and ability to use graphic programs highly desired (Adobe Acrobat, Blue Beam, CAD, Photoshop, Etc.)

How to Apply

Materials Required:
1. College transcripts (official or unofficial) - Please upload your transcript while completing the online application

To upload this document:
- Log into your dashboard at www.DisneyInterns.com
- Click the link labeled “Edit Profile Info”
- Click on the “Attachments” Tab
- Be sure your document is in the required title format: FirstNameLastNameType (i.e. MickeyMouseTranscript)
- Select document type of “Other”

To apply: