



Construction Management Internship

Overview

At O'Shea Builders, **our passion** for building **comes from within**. Whether it's constructing spaces perfectly suited for healing, teaching, or serving customers, we are driven to help our clients thrive. But, that only happens because we are committed first to building an extraordinary team of talented people. **Working at O'Shea means** that you are part of a highly skilled team that is deeply committed to professional excellence, client service, and a whole lot of fun. If you are driven to create exceptional construction experiences, we have a fantastic opportunity for you that includes **challenging work** in a **great environment**.

Construction Management **Interns** are **responsible** for performing tasks requiring the application of standard construction techniques and procedures. This includes work in the areas of **project management**, scheduling and cost control, **estimating**, **safety** and health, and procurement. In this role, you will assist office and field teams on various types of commercial construction projects, including: General Contracting, Construction Management, Design Build, Civil, and Building Maintenance Services.

What You'll Do

- Work side by side the project managers and project engineers, as well as dealing with facets of contract administration, project correspondence, and document control.
- Collaborate with project engineers to obtain data used in establishing construction schedules.
- Assess and implement project requirements and analyze project performance.
- Monitoring and forecasting of project budgets, contracting costs, and actual money spent.
- Develop baseline schedules, perform periodic updates and report on earned value.
- Review project invoices and coordinate payment with accounts payable department.
- Estimating responsibilities may include quantity survey, solicitation of subcontractor bids, subcontractor outreach, and bid day analysis.

What We're Looking for in You

- Strong organizational skills.
- Ability to problem solve.
- Excellent oral and written communication skills.
- Ability to prioritize and handle pressure in a fast-paced environment.
- Ability to maintain flexibility and a positive attitude at all times.
- Ability to develop and maintain schedules.

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Qualifications

- Pursuing a degree in construction management, engineering or other related field from an accredited program, required.
- Minimum 3.0 GPA, preferred.
- Prior internship and/or related experience, preferred.
- Involvement on campus or in the community.
- Demonstrated leadership and teamwork skills.
- Reliable transportation or access to transportation, required.

Working Conditions

Office environment with visits to construction work sites where the employee will be exposed to moving mechanical parts, high precarious places, fumes or airborne particles, outside weather conditions, risk of electrical shock, moderate to very loud noise. Ability to climb permanent and temporary stairs, ability to climb ladders and negotiate work areas under construction. Sitting, demands, walking, lifting, carrying, reaching, handling, hand/eye/foot coordination, repetitive motions, talking, hearing. Occasional lifting/carrying up to 50 pounds.

What You'll Get

- **A Lively Culture:** A true team environment, the annual O'Shea Employee Celebration, community involvement and more.
- **Wellness and Benefits:** Access to our well-equipped fitness center and on-site personal trainer, Medical, Dental & Vision Insurance, Short-term & Long-term disability, 401k and profit sharing.
- **Encouraging Environment:** Meaningful work where you'll grow and learn in a supportive atmosphere.
- **Salary & bonus eligibility:** Competitive wage. We attract the best and we pay them well.
- **Convenience:** This position is located in central Illinois and is ideal for anyone interested in exploring Springfield, Decatur or Champaign, and you'd be just a highway's drive from Chicago and St. Louis.

Interested? Contact our People Operations Department at careers@osheabuilders.com or visit our website at www.osheabuilders.com.

Additional Information:

Program location: Springfield, IL (subject to change)

Program duration: May – August (end date is flexible)

****O'Shea Builders is an equal opportunity employer.*

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