MCLEAPS Fall 2022 Internship Proposal

OFFICE/DEPARTMENT NAME: Facilities Management

PROJECT SCOPE & INTENDED OUTCOMES
The Design Intern will assist the Design Division in an architectural and interior design capacity. Tasks and duties will include:
• Organization and consolidation of the design division materials library as well as updates to county finish standards tables.
• Researching products, finishes, and materials suitable for use on County projects.
• Assistance with design drawings and space layouts.
• Attend design meetings and site walks for project requests to assist with field measurements and notes to create scope of work documents.
• Additional assistance with master building plans, and zoning diagram updates, record drawings, and archive research.
• Refresh FMD wall artwork and collect content for use on the FMD webpage.
• Create interior design renderings for proposed future suite build outs.

PREFERENCES, DESIRED COMPETENCIES, ACADEMIC DISCIPLINES, AND SKILLSETS
Experience or knowledge of the following is preferred:
• Working knowledge of AutoCAD and Bluebeam or other PDF mark-up software.
• Experience with 3D modeling software.
• Experience with CET or other furniture specifying software is a plus but not required.
• Working towards a degree in Architecture, Planning, Interior design or a closely related field.

Before you apply for this proposed internship with the Facilities Management Department, be sure you have reviewed and understand the requirements of the MCLEAPS Internship Program

MCLEAPS INTERNSHIP PROGRAM:
Commitment: https://publicservice.asu.edu/how-it-works

Benefits: https://publicservice.asu.edu/mcleaps-internships

Eligibility: https://publicservice.asu.edu/mcleaps-internships

Application: https://publicservice.asu.edu/mcleaps-internship-application
Complete Application must include Statement of Interest, Resume, and unofficial ASU transcript.

Questions? Contact program coordinator at mjdzunk@asu.edu before you apply.