



College of Engineering  
and Applied Science

# WEEKLY BULLETIN

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### **Career Services COVID-19 Update**

Due to the spread of COVID - 19, the Career Services team will be working remotely. We are still taking appointments, scheduling information sessions, and available for assistance via phone and email. Contact information is just below.

#### **Tyler Grabner | Internship Coordinator**

Email: [tgrabner@uwyo.edu](mailto:tgrabner@uwyo.edu)

[Make an appointment with Tyler by clicking here!](#)

#### **Ann Jones | Associate Director of Career Services**

Email: [aljones@uwyo.edu](mailto:aljones@uwyo.edu)

[Make an appointment with Ann by clicking here!](#)

## Announcements

### ES 3100 Class

**INTERNSHIP  
PREPARED  
COURSE**

ES 3100

- Preparing for employment after-college may be the most important steps you take while in-college
- Start early with the [ES 3100-Internship Prepared](#) course designed to increase your awareness and access to job resources, internships, and employers
- Two sections offered Fall 2020: Independent Study or Traditional Lecture Classroom

**ONE CREDIT HOUR | FOCUS ON CAREER READINESS | PROFESSIONAL DEVELOPMENT**

 | College of  
Engineering and  
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*ENROLL NOW!*

## Jobs/Internships

### Facility Engineering Internship

Facility Engineering Associates, P.C. (FEA) is looking for approximately six to eight interns to assist us in gathering field measurements and other architectural data in K-12 school facilities in the State of Wyoming. If interested, please submit an application on our website (<https://feapc.com/careers/>). FEA is an equal opportunity employer.

### **Qualifications/Skills/Capabilities**

- Must be a graduate of or currently enrolled at any Wyoming Community College or the University of Wyoming with a focus in Civil Engineering, Architectural Engineering, Mechanical Engineering, or Construction Management. If attending college, individual must have finished two semesters of college by the project start date.
- Must be proficient in AutoCAD, MS Word, and MS Excel.
- Must be able to read, interpret, and identify discrepancies on building floor plans.
- Must be able to pass a background check and drug test, have a valid driver's license, and be a minimum of 21 years of age by the project start date.
- Must be willing to travel around the State of Wyoming for the entire employment period.
- Must be able to physically climb stairs/ladders and be on your feet walking for multiple hours at a time, as well as be able to sit for multiple hours at a time.
- Applicant must be legally eligible to work in the U.S. without sponsorship.

### **Compensation**

Successful applicants will be paid \$20 per hour and guaranteed a minimum of 30 hours per week. Actual working days may involve up to six days per week, and the hours are anticipated to be between 40 and 50 hours per week. Weekly lodging, meal per diem, and rental car will be provided to each successful candidate for the duration of employment.

### **Schedule**

Preliminary offers for employment are expected to be sent to successful applicants between May and June 2020. However, offers will be contingent on current workload, and will be finalized around July 1, 2020. Successful applicants will need to be available for continuous work between July 6 and August 17, 2020.

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## **NARUC Summer Internship**

### **General Description of Duties:**

Under the direction of the supervisor of the Technical section, conducts research on issues of current regulatory interest to the Commission in the areas of electricity, natural gas, water, pipelines or telecommunications; assists the technical section with the evaluation and analysis of utility company applications filed with the Commission.

### **Essential Functions:**

· Under direct supervision, conducts in-depth research on topics of regulatory interest to the Commission, which may include investigation of natural gas, electricity, pipeline, telecommunications, or water regulation issues;

- Assists staff in the analysis, investigation, and evaluation of utility company applications filed with the Commission;
- Prepares memoranda and briefings on issues of regulatory interest to the Commission; and
- Assists in preparing recommendations for use by the Commission in its decision-making.

**Knowledge and Skills:**

- Skill in written and oral communications;
- Knowledge and ability to use computer hardware and software;
- Ability in the interpretation, evaluation and analysis of financial/statistical and/or engineering information and concepts;
- Ability to organize and analyze data sets with computer software;
- Knowledge or courses of study in one or more of the following areas: accounting, business, economics, engineering, statistics or finance; and
- Ability to work alone or in a team environment.

**Minimum Qualifications:**

A bachelor's degree in Engineering, Accounting, Economics, Statistics, or a related field from an accredited college or university and currently enrolled in/attending graduate school or a recent graduate.

**Send resume and cover letter expressing interest in the position to: Wyoming Public Service Commission, 2515 Warren Avenue, Suite 300, Cheyenne, WY 82002, Attention: Melisa Mizel – NARUC Summer Internship, or e-mail the cover letter and resume to: melisa.mizel2@wyo.gov.**

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## Engineering Internship in Casper

**Disa, LLC is an innovative minerals processing startup company based in Casper, WY that has applications in industries that deal with precious and industrial metals, uranium reclamation, and hydrocarbons.**

**Be part of a team that is bringing revolutionary technology to the mining and reclamation industries. We are looking for an intern that will directly play a pivotal role in advancing Disa technology and can grow with the company, ultimately resulting in a full-time job after graduation.**

**Job Description:**

- Work hand-in-hand with management on business development
- Collaborate with consultants for technology R&D
- Interface with clients on project design
- Focus on process flow diagrams and detailed engineering
- Structure experimental designs on a variety of materials; generate data sets and written reports

**Requirements:**

- Current Undergraduate or Graduate student pursuing an Engineering degree
- Strong Math and Science background (especially Chemistry and Physics)
- Experience in mining, minerals processing and/or reclamation preferred
- Experience using Auto CAD or solid works
- Must be able to travel
- Be able to learn about new techniques and technologies and maintain

awareness on industry advancements

- Possess an aptitude for design and computing
- Qualities: proactive, ability to work independently, strong work-ethic, creative

Looking to higher starting mid-June 2020. Wages based on experience (\$15-30/hr). Anticipated work schedule is approximately 40 hrs/week June 2020-August 2020 and 15-20 hrs/week September 2020- May 2021.

**Please send resumes and a cover letter to John Lee at [john@disausa.com](mailto:john@disausa.com)**

**Website: <http://disausa.com>**

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## **Vivid Engineering Seeking Construction Inspectors, Materials Technicians, Laboratory Technicians**

VIVID Engineering Group, Inc. is looking for an experienced Construction Inspectors and Materials Technicians to join our Team! VIVID Engineering Group is a geotechnical engineering firm focused on expanding in the Arizona Market. VIVID performs the following services:

- Geotechnical Engineering
- Construction Management
- Inspections
- Materials Testing
- Phase 1 Environmental Assessments
- Stormwater Management

Inspectors and Technicians shall perform routine inspections, field testing, laboratory testing on construction materials (concrete, soils, and aggregates) for the purpose of verifying conformance to construction plans and specifications. Testing may include soil classification, sieve analysis, gradation, PI, moisture content, air content, slump, unit weight, temperature, density, proctors, etc. Follow proper procedures, perform accurate computations, and maintain cordial relationships with coworkers, clients, contractors, etc.; Prepare daily field reports, test reports, and data sheets.

Positions are for full time work along the Arizona and Mexico Border in Naco, AZ. Work will be fast passed and may require out of town work at this remote locations.

Housing will be provided. Per diem provided for meals, Travel provided for scheduled trips home.

Night, weekend and holiday work may be required. Work beyond eight hours per day and beyond 40 hours per week is typically required.

Project is scheduled to start June 1, 2020.

- Minimum 2 years of construction materials testing and/or inspection experience required.
- One or more of the following certifications (or equivalent) are required: ATTI, ANST, ACI Field Level 1, ACI Lab, ACI Strength, NICET, and others
- Experience with USACE a plus
- Will be required to maintain current certifications. Additional certification training available.
- Above average proactive communication skills, knowledge of construction practices, willingness to learn and an overall passion for continual

improvement.

- High school diploma or equivalent. AA or equivalent to include courses in building inspection, home inspection, construction technology, drafting and mathematics preferred.
- Knowledge and use of MS Office, including Word and Excel is required
- Valid driver's license, clean driving record and ability to pass drug test required
- Must pass criminal and USACE background check

Job Type: Full-time

Salary: \$15.00 to \$27.00 /hour plus overtime and per diem

**To apply contact Danny Bennett at [dbennett@vivideg.com](mailto:dbennett@vivideg.com)**

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## **Internship with Scout Clean Energy**

**This role will support the Asset Management team's decision-making processes by utilizing real-time data from our 3 operating wind facilities across the United States. The intern will use their quantitative skills and enhance their capabilities with problem definition, data processing, data analysis, and data visualization in this role. The intern will report directly to the Manager of Remote Operations, a six-year Marine Corps veteran.**

Qualifications

- Working towards or recently completed a bachelor's degree in Engineering, Math, Data Science, Business Administration, Economics, Statistics, or a related field
- Interest in the renewable energy industry, specifically the operation of utility-scale wind farms.
- Demonstrated commitment to excellence in delivery and in results.
- Resident of the state of Colorado (for grant-related reasons).
- A working understanding of analytics processes is required; hands-on experience is optional.
- Intermediate to advanced proficiency with Microsoft Office, especially Excel. The successful intern will have experience with using formulas, macros, and pivot tables and will be comfortable with large data sets (e.g., 1 million cells or more).
- Experience as an analytical storyteller, creating charts, graphs, and other data visualization to distill complex information into an easy-to-follow graphic or narrative that is appropriate for multiple levels and types of technical expertise is required.
- Experience with Microsoft Power Bi, Tableau, or Grafana are also preferred.
- Preferred but not required: Experience with databases, SQL, API query, or OSI Soft.

To Apply:

**Please send a resume and cover letter to [info@scoutcleanenergy.com](mailto:info@scoutcleanenergy.com).**

**For more information: [www.scoutcleanenergy.com](http://www.scoutcleanenergy.com)**

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## **Systems and Manufacturing Engineering Internship**

An opportunity exists for a Mechanical Engineering student intern to design and build experimental apparatus for a wide range of disciplines across the UW campus in the CEAS Shop environment. This hands-on position is multiple parts: system integration, mechanical design and time spent completing machining & fabrication in the shop, as needed. The position will be 40 hrs/week during the Summer, then may be extended into the Fall semester as the selected candidate's course schedule will allow.

The Systems and Manufacturing intern will undergo training including LabVIEW sessions and can complete certifications in Solidworks. The Engineering intern will need to be flexible to work with both the Controls/Systems Engineers and Master Technicians, to help move the department forward whatever the task may be.

### **Contact**

Contact Spencer Miller, Shop Manager - [smille61@uwyo.edu](mailto:smille61@uwyo.edu) - for more details and to submit a resume, with a brief statement on why you're interested in the position, your qualifications, skills, work history, etc...

Application Deadline: May 15, 2020

Starting Date: June 1, 2020

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## **Structural Engineering Position**

Whitten & Borge, PC, a structural engineering firm, is seeking an emerging structural engineer in their Billings, Montana office.

The successful candidate will have a..

- BS degree in Civil/Structural engineering,
- will have passed the FE Civil exam and be EIT status,
- and will know how to use Revit, AutoCAD, MS Office, and have basic exposure to structural analysis software.

Candidates with working experience preferred. They offer health insurance after 30 days, and retirement contributions and other benefits of one year.

**If interested, please email cover letter and resume to [info@whittenborges.com](mailto:info@whittenborges.com)**

[Click for more Information](#)

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## **AristaTek Positions**

AristaTek is a 21-year-old established Laramie business that develops, sells, and supports software products and web-based services for the public safety community that plans for and responds to releases of hazardous materials (HazMat) including possible WMD agents.

Their IT group is currently seeking an individual to assist with internal IT Support. We are looking for someone who has IT support skills and

programming skills. We would be interested in looking at them doing 75% IT work and 25% programming.

**Skills needed:**

IT support work (primary focus)

1. Able to install OS and applications
2. Able to install hardware (memory, hard drives, video cards, etc.)
3. Able to monitor various internal systems and provide management reports
4. Able to provide assistance to local and remote users with OS and applications questions
5. Able to assist with various administrative tasks relative to tracking and supporting computers.
6. Able to write and document Test Cases and Procedures.

Programming work (secondary focus)

1. Able to follow test plan and test commercial software
2. Using C/C++/C#/VBScript, able to write small applications to help Automate administrative tasks
3. Using HTML and ASP, able to update and enhance existing websites
4. Using C/C++/C# (If programming skill is sufficient), able to code small modules for shipping commercial applications

**Hours:**

15-20 hours a week. Spring semester with the opportunity to work into the Summer of 2020.

**Hourly rate:** \$9.50/hr or more dependent on experience and skills

**If you feel you are qualified and are interested in applying for this position please e-mail a cover letter and current resume to: [resume@aristatek.com](mailto:resume@aristatek.com)**

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## Quality Assurance Intern

Avvid Corporation in **Laramie, WY** is seeking a Quality Assurance intern! Details are just below.

**Position Summary:**

- Perform and document in-process, First Article Inspection, receiving, and final inspections on parts and setups.
- Read and interpret information from design documents, engineering drawings, specifications, and quality inspection procedures to develop clear, complete, and precise records of inspection.
- Identify and document non-conformance and summarize results for further evaluation.
- Interface with other team members on issues related to quality.
- Provide & assist machine shop operators in understanding and interpreting quality specifications and procedures.
- Provide & assist Quality Manager in day to day verification, process updates, and other process related tasks.
- Various tasks and/or assignments given by the Quality Manager at any given time.

**Required qualifications:**

- Capable of reading and understanding detailed, complex drawings for

machined parts.

- Some understanding of Geometric Dimensioning and Tolerancing (GD&T).
- Experience with SolidWorks and/or other modeling software.
- Good communication, reading, and computer skills in MS Office (Word, Excel, and Outlook).
- Must have good record keeping skills and organizational abilities.
- Must be a self-starter who requires minimal supervision.
- Effective teamwork, interpersonal skills.
- Ability to lift up to (50) pounds without any equipment assistance.
- Willingness to learn and adhere to safety standards, work safe, and promote safe practices.

#### **Desired qualifications**

- Experience in measurement and inspection
- Machine shop experience, CNC exposure
- Knowledge of ISO9001 is a plus.

[Click for more Information](#)

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## **Redi Services Project Manager**

**Single Point of Contact for customers and Redi Services Construction Division – 100% accountability for project outcomes.**

#### **Responsibilities:**

- Jobsite Safety – ensures that all customer and Redi Services Safety Policies and Procedures are being followed.
- Contract Management – main focus of work. 100% understanding of terms & conditions, work scope, cost constraints, schedule and job cost tracking.
- Scope Management – knowing what work is included in current contract and what work is additional.
- Prioritize tasks, crew assignments to maintain required schedule.
- Reporting – daily field reports, 1&3 week look-ahead, budget & schedule impacts, cost forecast.
- Quality Assurance / Quality Control (QAQC) tracking and documentation. Includes weld mapping, hydrotesting, torque mapping, concrete, compaction, coatings.
- Change Order Management – identify change orders, collaborate with estimating to determine cost / price, present to client and gain approval prior to starting additional work.
- RFI – present new RFI, communicate RFI response to operations staff to guarantee compliance.
- Procurement – order long lead items and know their delivery date, maintain knowledge of all expenses for projects.
- Document Control – Maintain current plans, specs, etc. with crews onsite and within Redi electronic document storage.
- Lead project meetings both internally and with clients.

[Click for more Information](#)

## Entry Level Flight Controller at NASA

This is an entry-level position. Preferred position related experience 0-2 years (for Trajectory Operations position assignment, a minimum of 2 years position related experience is preferred). This position requires successful completion of a government background check before commencement of employment.

Bachelor's of Science Degree or anticipate graduation within the next 6 months in Physics, Mathematics or Engineering (ABET). Knowledge of engineering principles and the ability to apply them to real-time operations is essential. Previous experience with or course work in basic engineering, orbital mechanics, and spacecraft flight dynamics is desired. Excellent communication (verbal and written), interpersonal, leadership, teamwork, technical, and administrative skills are mandatory. Candidate must have a demonstrated ability to plan, lead, and coordinate a wide range of tasks. Candidate must demonstrate the ability to progress through flight controller and instructor certifications.

Candidate must be able to apply technical knowledge and operations concepts to exercise effective decision making and initiative in a real-time and fast-paced operational environment. Candidate should be a self-starter who excels in a dynamic environment that requires him/her to work effectively both alone or as part of a team. Candidate is required to pass a standard flight controller physical examination and pass security clearances. Shift work (nights, weekends, and holidays) is required. Candidate must be able to support infrequent travel domestically or internationally. Russian, Japanese, or European language skills are a plus. Understanding of personal computers and LAN architecture including routers, and wireless communication devices desired for specific flight control assignments.

[Visit our website](#)



- new jobs or internships are posted daily -

Companies recently postings: Goken America, Oak Ridge Institute for Science and Education, Advanced Engineering and Environmental Services, Inc., Bechtel (and many more!)

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students use your UW username and password to sign-in;  
update your student profile if actively seeking  
employment opportunities

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Self-directed career preparation modules  
(Including resume/cover letter/interviewing/networking)

Click the EPIC button above and use your UW username and password to sign in and start learning!

**Feel free to contact Ann Jones or Tyler Grabner by emailing [CEAScareerservices@uwyo.edu](mailto:CEAScareerservices@uwyo.edu) for any questions**

**You can also make an appointment with us for job search help, cover letter help, resume assistance, etc. by going through Handshake**