



Job Posting

Job Title: Engineering Intern	Posting Time Frame:
Reports To: Engineering Manager	May 4, 2023 – May 26, 2023

High West Energy is recruiting a summer intern with technical aptitude and an interest in assisting with various tasks within our Engineering Department. The successful candidate will gain a basic understanding of the electrical industry. This position will not include our full-time benefits package but has the possibility of developing into a full-time position with High West. The following position will be posted until May 26, 2023. If you are interested or have questions, please contact Carol Macy at 307-365-6065. Applications and Resumes should be submitted through our website at <https://highwest.coop>. The position is based in Pine Bluffs, WY.

POSITION SUMMARY:

The Engineering Intern is responsible for assisting the Engineering Department under the direction of the Engineering Manager.

ESSENTIAL DUTIES AND TASKS:

1. Exudes our core values: Friendly, Innovative, Integrity, and Hardworking.
2. Communicates our mission, goals, and strategies.
3. Exhibits excellent customer service internally with customers and members and internally with co-workers (cooperation, timely paperwork, etc.).
4. Assists in maintaining the security of the company's assets and data from hazards, including physical and cyber.
5. Assist in recording maintenance data collected during substation monthly inspections.
6. Perform infrared camera scanning of substation equipment.
7. Observe and assist in the installation, maintenance, programming, and troubleshooting of voltage regulators and electronic OCR's.
8. Review interconnection prints and diagrams for new equipment additions and revisions.
9. Provide labor for maintenance of all substation equipment, including substation apparatus, weed control, fences, building(s), and gravel.
10. Review net metering applications, including site plans, electrical one-lines, placards, and proposed equipment installs.
11. Assist in the acquisition of right-of-way easements and permits.
12. Utilize computer-aided design software to create necessary drawings or documents.
13. Assist in staking power lines.
14. Perform other duties as assigned.

SPECIALIZED SKILLS, ABILITIES, AND KNOWLEDGE:

- The incumbent must be able to pass any required drug tests, alcohol tests, new hire physical examinations, and background checks. The incumbent must be able to maintain the confidentiality of any information s/he encounters.
- Exhibit a technical aptitude and interest.

QUALIFICATIONS:

- Valid driver's license.

We are an Equal Opportunity Employer, Females/Minority/Veterans/Disabled/Sexual Orientation/Gender Identity.