POSITION OVERVIEW:

The facilities engineer intern will learn how the National September 11 Memorial & Museum’s physical plant operates to meet all aesthetic and environmental requirements for the Memorial plaza and the Museum. He or she will develop a thorough understanding of how our mechanical, electrical, plumbing, fire protection, and fountain systems function to provide value to the engineering group within the Buildings & Grounds Department.

ESSENTIAL FUNCTIONS:

Learn about how the physical plant operates:

➔ Develop a thorough understanding of how the physical plant functions by field surveys and review of mechanical, electrical, plumbing, and fire-protection drawings

➔ Shadow operating engineers performing preventative maintenance, special construction, and event-response tasks

➔ Work with the assistant MEP director, assistant director of engineering, and the director of engineering to support the department’s documentation and compliance requirements

Improve and optimize facility preventative maintenance program:

➔ Document existing equipment and system maintenance procedures and schedules

➔ Identify opportunities to optimize resources

➔ Present ideas and collaborate with existing staff

Assist with the development and rollout of operational procedures:

➔ Development formal lockout tagout procedures for all equipment per OSHA Standard 1910

➔ Develop energy control policy/program

➔ Create written, equipment-specific lockout procedures

➔ Identify energy control points

➔ Develop training, communication, and inspection expectations for long-term implementation

➔ Identify and organize proper protective equipment for operating engineers
Documentation library:
- Compile all method of procedures (MOP) documents into single format style and complete all partial MOPs
- Aggregate pertinent operation and maintenance manuals into a document library
- Organize hard-copy drawings and documents for reference by the engineering group

GENERAL QUALIFICATIONS:
- Currently enrolled as an undergraduate or graduate student in mechanical or electrical engineering
- Available to work full-time for 10 weeks, from June 1, 2020, to August 7, 2020
- Excellent written and oral communication skills
- Demonstrated research skills and organizational skills
- Familiarity with relevant computer programs, including Microsoft Office suite
- As appropriate, ability to deal with difficult and sensitive materials related to events of September 11, 2001
- All intern applicants must disclose any current association with a member of staff of the 9/11 Memorial & Museum

Note: Individuals participating in an internship position are not disqualified from, but are not entitled to, a position with the National September 11 Memorial Museum during or upon completion of their internship.

HOW TO APPLY
- Include job title in the email subject field
- Please state the location where job posting was seen
- Send cover letter and resume to 9/11 Memorial Jobs - Buildings & Grounds
  911mmbgjobs@911memorial.org