TEXAS TECH UNIVERSITY
Construction Engineering Program

INTERNSHIP JOB DESCRIPTION

STUDENT NAME__________________________________________________________

EMPLOYING ORGANIZATION__________________________________________________

CONTACT NAME_________________________________________TELEPHONE___________________

ADDRESS_____________________________________________________________________

DATE WORK ASSIGNMENT WILL START___________________________________________

INTERNSHIP JOB TITLE_______________________________________________________

BRIEF DESCRIPTION OF ASSIGNMENT AND GOALS EXPECTED OF INTERNSHIP STUDENT:

FIRST WORK PERIOD________________________________________________________________

SECOND WORK PERIOD (IF APPLICABLE)___________________________________________

THIRD WORK PERIOD (IF APPLICABLE)___________________________________________

LOCATION OF WORK__________________________________________________________

WORKING CONDITIONS________________________________________________________________

HOURS OF WORK____________________________________________________________________

COMPANY PAID BENEFITS________________________________________________________

HOUSING INFORMATION________________________________________________________________

ADDITIONAL PERTINENT INFORMATION ABOUT THE JOB {REQUIRES SECURITY CLEARANCE?, SPECIAL
SKILLS?, SPECIFIC COURSES?}

_____________________________________________________________________________________

PLEASE RETURN THIS FORM TO:
TEXAS TECH UNIVERSITY
Venky Shankar, Interim Chair
Civil, Environmental and Construction Engineering Department
P.O. BOX 41023
LUBBOCK, TX 79409-1023

OR email to:
Lisa.M.Betancourt@ttu.edu
OR FAX TO: (806) 742-3488