

**TEXAS TECH UNIVERSITY**  
**Construction Engineering Program**

INTERNSHIP JOB DESCRIPTION

STUDENT NAME \_\_\_\_\_

EMPLOYING ORGANIZATION \_\_\_\_\_

CONTACT NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ADDRESS \_\_\_\_\_

DATE WORK ASSIGNMENT WILL START AND END \_\_\_\_\_

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}

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PLEASE RETURN THIS FORM TO:  
TEXAS TECH UNIVERSITY  
Dr. Venky Shankar, Department 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