LANDSCAPE ARCHITECT INTERN

Bolton & Menk is now accepting applications for our 2022 summer internship season in our Des Moines, IA office.

The Landscape Architecture Intern, working with a team of Licensed and Graduate Level Landscape Architects, Civil Engineers, Planners, and other Technicians is responsible for assisting with the development and completion of landscape architecture projects.

Duties include providing graphics support and development (hand graphics and computer generated), performing CAD layout and design, researching and preparing rough drafts of master plan reports and studies, assisting with project design and preparation of plans and specifications, assisting with cost and quantity take-off estimates and will travel periodically to work sites and other project related locations for QAQC review.

Must possess a high capacity for self-motivation and be able to apply general knowledge in landscape architecture to a variety of projects under the guidance of a registered landscape architect.

Education and Experience:

- The selected candidate will be in pursuit of a Bachelor Degree in Landscape Architecture from an accredited college or university.
- Preference for a junior or senior who has completed required core coursework.

Required Qualifications:

- Demonstrated knowledge of L.A. principles
- Working knowledge and skills in CAD and standard design software as well as standard office software (MS Excel, Word, PowerPoint and Outlook)
- Working knowledge of at least one type of specialized software (i.e. Sketchup, Adobe Creative Suite, etc.)
- Attention to detail
- Good problem solving ability
- Strong verbal and written communication skills
- Strong quality assurance and commitment to task
- Basic administrative skills including file organization and documentation
- Ability to multi-task, organize and prioritize oneself to meet tight deadlines
• Ability to work within a team atmosphere
• Must possess a valid driver's license. Limited travel to project sites, agencies and other offices may be required.
• Physically capable of assessing project sites for design and construction QAQC review
• Prolonged concentration on computer monitor and keyboard use
• Ability to sit for long periods of time in an office environment

Relocation and housing are not included.

APPLY ONLINE: https://www.appone.com/MainInfoReq.asp?R_ID=4355494

WHY BOLTON & MENK?

For over 70 years Bolton & Menk, Inc. has served public and private clients with comprehensive planning, design and construction engineering and surveying services. The employees at Bolton & Menk are seeking hard working and ambitious co-workers to join us to deliver tomorrow’s leading infrastructure projects. Bolton & Menk is employee-owned, is ranked among ENR's Top 500 Design Firms and is a Star Tribune Top175 Workplace in Minnesota. With over 700 employees in Minnesota, Iowa, North Dakota, North Carolina, and South Carolina, there are always new challenges and career development opportunities available. Learn more about our history here: https://www.bolton-menk.com/about-us/

OUR BENEFITS

At Bolton & Menk, we value our people and provide an exceptional Total Compensation and Benefits Package to protect our most valuable asset. We are committed to the well-being of our employees and their families. Perks of being a Bolton & Menk employee include peace of mind with our benefits package and competitive compensation plan, flexible schedules, and career development opportunities. Learn more here: https://www.bolton-menk.com/careers

We thank all applicants in advance for their interest in this position, however, only those selected for an interview will be contacted.

Bolton & Menk does not accept unsolicited resumes from individual recruiters or third-party agencies in response to Bolton & Menk job postings. No fee will be paid to third parties who submit unsolicited candidates directly to our hiring managers. Pre-approval from the Bolton & Menk Talent Acquisition team is required before any external candidate can be submitted and such candidate must be submitted to the Bolton & Menk Talent Acquisition team.