



Quanta-SHSU Internship Program Application

Instructions

Please complete **both** of the two steps outlined below:

1. Apply for the **Quanta Services Utilities Construction Industry Internship – Summer 2018** (Job ID: 45532) job position on the [JOBS for KATS website](#) no later than **Wednesday, February 28** (Note: this step will require you to submit your resume via the JOBS for KATS website).
2. Complete the **Quanta-SHSU Internship Program Application** (this document) electronically, save, and return to the **SHSU Student Inbox** (SHSUstudents@quantaservices.com) no later than **Wednesday, February 28**.

Please Note: In order to apply for the Quanta-SHSU Internship Program, you must apply to both the JOBS for KATS website (step #1) and must complete and submit an application to the SHSUstudents@quantaservices.com inbox (step #2). Only students that complete both of these steps will be considered for a Round 1 Interview.

Utilities Construction Industry Intern Job Description

Title	Utilities Construction Industry Intern		
Operating Unit:	Mears Group, T.G Mercer, Quanta Telecom Services, and QPSE		
Department:	Construction Project Management Safety Management	Field Services Project Controls Engineering	Environmental
Job Type:	Temporary Summer Internship		
Duration:	Minimum 8 weeks, 40 hours per week; Summer 2018 (Early June – Mid August)		
Location:	Based in Houston, TX or Lower 48 United States; may require some travel		

Quanta Services safely provides engineering, procurement, and construction (EPC) services for comprehensive infrastructure needs in the electric power and oil and natural gas industries. With a workforce tens of thousands strong and offices across North America and abroad, Quanta is the premier provider in the industries it serves. Through a team of electric power, and oil and gas service companies, Quanta Services is the complete solution.

Operating Unit Overview

Students applying for the Quanta-SHSU Internship Program will be placed at one of the following Quanta Operating Units upon acceptance into the program:

Mears Group is a full service engineering and construction firm, offering an extensive catalog of services to the oil, power, and water industries.

T.G. Mercer is an expert in pipe unloading, pipe handling and pipeline logistics for the oil and gas pipeline construction industry.

Quanta Telecom Services offers construction management, construction of underground structures, inspection services related to construction of underground structures and all services necessary for the complete installation, maintenance and repair of underground structures, as part of its Q-Trench Solution brand of services.

QPSE (Woodlands Office) QPSE provides project management, engineering, procurement, environmental and construction services - in partnership with other Quanta Services companies, for pipeline and associated oil and gas production facilities. The Woodlands office is focused on environmental planning and management.

Position Overview

Duties and Responsibilities

Under immediate direction and guidance of a Project Manager, the intern may assist in various stages of a project's lifecycle: initiation, planning, execution, monitoring and controlling, closing, and servicing of a utilities construction project. Internship assignments will be in the Electric Power Infrastructure or the Oil and Gas Infrastructure segment, and may contain an environmental component.

While duties and responsibilities will vary across Operating Units, they may include:

- Work with Project Manager for the review of the cost, schedule, safety, quality, and completion of construction projects
- Assist in preparation and maintenance of construction progress reports, re-projections, files, etc., required for the construction of a project
- Assist with development of project estimates, pricing, and schedules
- Assist in creation and maintenance of schedules, budgets, etc., as needed for support of project
- Assist in preparation and maintenance of cash flows, monthly billing, and assist in preparing and obtaining change orders for assigned projects



- Monitor and report on the health of a project
- Make safety a top priority at all times
- Work effectively with all divisions of your assigned Operating Unit
- Spend time at job sites to gain hands-on knowledge and additional training in construction and design
- Bring potential project-related problems and possible solutions to the attention of the responsible party
- Intern may frequently be required to sit, stand; walk; use hands and reach with hands and arms
- Intern may be required to work outdoors under a variety of weather conditions
- Intern may be required to lift and / or move up to 25 pounds
- *Other duties as required*

Minimum Qualifications

- Must be a full-time student, currently enrolled in the Engineering Technology Program at SHSU, **at minimum** candidate must have completed their sophomore year by the start of the internship (June 2018)

Demonstrates the following:

- Basic oral and written communication skills
- Familiarity with common word processing, spreadsheet, presentation, project management, e-mail software
- Willingness to travel to job sites in the Greater-Houston area
- Self-starter with the ability to manage his / her time and resources
- Strong interpersonal and relationship building ability
- Ability to be flexible and maintain a positive attitude
- Determined and trustworthy

Preferred (*not required*):

- Basic proficiency of engineering and technology practical applications, including applying systems, principles, techniques, and procedures to a project design
- Knowledge of electrical AC / DC fundamentals
- Knowledge of environmental aspects (i.e. storm water management)
- Familiarity with geographic information system (GIS), i.e., maps, google earth, etc.
- Educational, internship, or professional experience in design or construction of utilities and / or industrial equipment and systems
- Experience in supervision or management of people or projects
- General understanding of budgeting and other basic business management concepts
- Willingness to travel to job sites outside of the Greater-Houston area (including out-of-state)
- Bilingual abilities
- Completion of specific SHSU classes:

ETEE 1340 Electronics Technology I	ETCM 4368 Building Materials
ETEC 110 Engineering Foundations	ETSM 4363 Safety Program Management
ETEC 2320 Electronics Technology II	ETEC 4380 Material Handling and Plant Layout
ETEC 4384 Supervisory Personnel Practices	ETEC 3340 Solar and Wind Energy Systems
ETSM 4382 Industrial Safety	ETEC 4340 Alternative Energy Technology
ETCM 4330 Construction Management and Procedures	

Must be at least 18 years of age and legally authorized to work in the United States on a permanent basis without visa sponsorship.





Quanta-SHSU Internship Program Application

Summer 2018

Equal access to programs, services and employment is available to all persons. Those applicants requiring reasonable accommodation to the application and/or interview process should notify a Quanta-SHSU Partnership Team Representative.

APPLICANT INFORMATION

First Name

Middle Name

Last Name

Street Address

City, State

Zip Code

Phone Number

Email Address:

Age 18 or over?

Yes

No

EDUCATION

SAM HOUSTON STATE UNIVERSITY

Overall GPA

Major GPA

Major

Minor

Expected Graduation Date

OTHER COLLEGE(S) / TRADE SCHOOL(S), IF APPLICABLE

COLLEGE / TRADE SCHOOL #1 *(Most Recent)*

Name of School, City, State

Dates of Attendance

Overall GPA

Credit Hours Completed (#)

Did you graduate? Yes No

Additional Comments

COLLEGE / TRADE SCHOOL #2

Name of School, City, State

Dates of Attendance

Overall GPA

Credit Hours Completed (#)

Did you graduate? Yes No

Additional Comments

COLLEGE / TRADE SCHOOL #3

Name of School, City, State

Dates of Attendance

Overall GPA

Credit Hours Completed (#)

Did you graduate? Yes No

Additional Comments

Do you have any relevant
certifications, licenses, or
are you a part of any
relevant organizations?
Please explain.

EXPERIENCE

List information on your last three employers, including any military experience.

EMPLOYER #1 *(Most Recent)*

Name of Previous
Employer

Dates Employed

Location

Job Title

Brief Description of Your
Role

EMPLOYER #2

Name of Previous
Employer

Dates Employed

Location

Job Title

Brief Description of Your
Role

EMPLOYER #3

Name of Previous
Employer

Dates Employed

Location

Job Title

Brief Description of Your
Role

PERFORMANCE / JOB-RELATED FUNCTIONS

Please review the position job description (beginning of document). Are you able to perform the essential functions of the job for which you are applying for?	Yes	No
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Additional Comments, if necessary

Is there any reason why you would not be able to fully conform to all attendance requirements? (40 hours / week, Monday - Friday, minimum 8 weeks)	Yes	No
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Additional comments, if necessary

I understand that a drug test and / or background check may be required prior to acceptance into the program.	Yes	No
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Do you know any languages, other than English? If so, which one(s) and to what level of proficiency (conversational, fluent, etc.)?

INTERNSHIP PROGRAM INFORMATION

Please research each of the participating Operating Units thoroughly prior to completing this section (listed in job description with links to websites). *Note: Preferences will be taken into consideration during the OpU assignment process, but it is not guaranteed that your preference(s) is where you'll be assigned / what you will receive.*

Do you have any specific industry preferences we should consider? (check all that apply)	Oil & Gas
	Electric Power
	Telecom

Additional Comments, if necessary:

Do you have any specific functional interests we should consider? (check all that apply)

Safety
Environmental
Construction
Engineering / Technical
Field Services
Project Management
Procurement / Supply Chain
No Preference
Other

Additional Comments, if necessary:

Do you have an interest in any specific Operating Unit(s)? (check all that apply)

Mears Group
T.G. Mercer
Quanta Telecom Services
QPSE (Woodlands Office)
No Preference

Please Note: OpU and functional area preference will be taken into consideration during the OpU assignment process, but it is not guaranteed that your preference is where you'll be assigned.

Additional Comments, if necessary:

Are you willing to travel outside of the greater-Houston area (including potentially out of state)? Please check all that apply.

Yes, I am willing to travel occasionally
Yes, I am willing to travel full-time
Yes, I am willing to relocate for the summer
Unsure (please explain below)
No

Additional Comments, if necessary:

Have you completed the ETEC 4369 Immersion Minimester Course conducted at Quanta's Lazy Q Ranch?

Yes
No, but plan to apply for next May's course
No, unsure / do not plan to complete

Which of these classes will you have completed by May 2018?

ETEC 1100 Engineering Technology Foundations (or AGRI 1131)
ETEE 1340 Electronics Technology I
ETEC 2320 Electronics Technology II
ETEC 4383 Supervisory Personnel Practices
ETSM 4382 Industrial Safety
ETCM 4330 Construction Management and Procedures
ETCM 4368 Building Materials
ETSM 4363 Safety Program Management
ETEC 4380 Material Handling and Plant Layout
ETEC 3340 Solar and Wind Energy Systems
ETEC 4340 Alternative Energy Technology

Are there any other relevant courses you've completed that may be helpful to you in the internship role?

Select any of the computer / application skills you currently have.

MS Word
MS PowerPoint
MS Excel
MS Project
Primavera
GIS (Maps, Google Earth, etc.)
Other

If you had the opportunity to extend your internship to last longer than the minimum 8-week program, would you be interested?

Yes
No
Unsure

Additional Comments, if necessary

ESSAY QUESTION

Instructions: Please answer the question below (minimum 100 words, maximum 300 words).

Question: What do you expect to gain from participation in this program?

CERTIFICATION OF INFORMATION PROVIDED

I certify that all information I have provided in order to apply for and secure work with Quanta Services, Inc. is true, complete and correct.

I expressly authorize, without reservation, Quanta Services, Inc., its representative, employees or agents to contact and obtain information from all references (personal and professional), employees, public agencies, licensing authorities and educational institutions and to otherwise verify the accuracy of all information provided by me in this application, resume or job interview. I hereby waive any and all rights and claims I may have regarding Quanta Services, Inc., its agents, employees or representatives, for seeking, gathering and using truthful and non-defamatory information, in a lawful manner, in the employment process and all other persons, corporations or organizations for furnishing such information about me.

I understand that Quanta Services, Inc. does not unlawfully discriminate in employment and no question on this application is used for the purpose of limiting or eliminating any applicant from consideration for employment on any basis prohibited by applicable local, state or federal law.

If I am hired, I understand that I am free to resign at any time, with or without cause and with or without prior notice, and Quanta Services, Inc. reserves the same right to terminate any employment at any time, with or without cause and with or without prior notice, except as may be required by law. This application does not constitute an agreement or contract for employment for any specified period or duration. I understand that no supervisor or representative of Quanta Services, Inc. is authorized to make any assurances to the contrary and that no implied oral or written agreements contrary to the foregoing express language are valid unless they are in writing and signed by Quanta Services, Inc.'s president.

I also understand that if I am offered a position, it will be contingent upon me providing proof of identity and legal authorization to work in the United States and that federal immigration laws require me to complete an I-9 Form in this regard.

I understand that any information provided by me that is found to be false, incomplete or misrepresented in any respect, will be sufficient cause to (i) eliminate me from further consideration for employment, or (ii) may result in my immediate discharge from the employer's service, whenever it is discovered.

DO NOT INITIAL UNTIL YOU HAVE READ THE ABOVE APPLICANT STATEMENT.

I certify that I have read, fully understand and accept all terms of the foregoing Applicant Statement.

Applicant Initials

Date