



INTERNSHIPS & CO-OPS

# Office of University Planning Architectural & Engineering Services

Website: <http://paes.uconn.edu/>

Internship Title: Landscape Architecture Intern

Academic Year: 2016 – 2017

Application Period:	March—April
Application Process:	Application are available via JobX.
Application Materials:	Online Application, Résumé
Location:	31 Ledoyt Rd. Storrs, CT
Eligible class standings:	Freshman, Sophomore, Junior, Senior, Graduate Student
Minimum GPA to participate:	2.00 /4.00 <i>(University rules require a minimum 2.00/4.00)</i>
Credit:	The Office of University Planning is open to working with academic departments to arrange credit for this internship. Please see guidelines for earning academic credit for your internship <a href="#">here</a> .
Compensation:	Paid, \$12.00—\$13.00
Hours:	Vary depending on availability
Additional information:	Candidate must have experience with AutoCad, data entry, attention to detail, and excellent communication skills. Professional attire is required. Only available for landscape architecture students.

### Description of internship provider:

In support of UConn's strategic vision, Planning Architectural & Engineering Services coordinates integrated, responsible planning for the University's physical environment by developing, maintaining and disseminating accurate information regarding land, buildings, and space, and periodic comprehensive plans.

### Description of internship position:

University Planning is seeking a student intern to work on the following tasks:

- Assist space management with the update of floor plans and space allocation data by field checking floor plans and making minor changes on the building records under the supervision of staff CAD professionals.
- Field check room numbers and identify the use of each room (office, meeting, classroom, lab, etc.) and compare them to the data carried in the official space inventory.
- Assist CAD professionals in working on the backlog of changes to be made on floor plans and in the database by updating the building records as directed by the professional staff.
- Other inventory related assignments as directed by the professional staff.

### For more information about internships with this department, please contact:

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