



North Marin Water District Engineering - Internship

SALARY	\$27.60 - \$33.60 Hourly	LOCATION	Novato, CA
JOB TYPE	Part-Time	JOB NUMBER	72
DEPARTMENT	Engineering	OPENING DATE	04/07/2026
CLOSING DATE	5/5/2026 5:00 PM Pacific	MAX NUMBER OF APPLICANTS	100

Description

ENGINEERING INTERNSHIP

North Marin Water District (NMWD) is offering an internship opportunity in its Engineering Department for a motivated college student or recent college graduate with a focus in Civil or Mechanical Engineering.

- Are you a dynamic individual who wants to learn from a rockstar team performing a variety of intern-level engineering work including the design and construction of District water and sewer systems and facilities?
- Are you a people person? This position will have a moderate level working interaction with NMWD professional staff members, private professionals and contractors.
- Do you work well with others? The intern will receive direct supervision from the Senior Engineer and indirect supervision from the Chief Engineer and will consult and collaborate with Associate Engineers, Engineering Technicians, Engineering Service Reps, Junior Engineers and other office and administrative support staff.

The position provides an opportunity to apply academic knowledge to practical and real-world engineering challenges within a water and wastewater utility environment.

Rate of Pay: As defined in our [Temporary/Seasonal Worker pay scale \(Download PDF reader\)](#) and DOE

About Us

North Marin Water District is a public agency of the State of California established under the County Water District Law. We serve a suburban population of 63,955 people situated in and about the [City of Novato](#), which is located in a warm inland coastal valley of Marin County, California as well as serving several small improvement districts in the West Marin area near the coast.

As a small Special Water District, we proudly employ 55 dedicated individuals who genuinely enjoy coming to work and collaborating with one another. Many of our employees describe our workplace as “like a family,” which fosters a positive and supportive work environment. This strong sense of connection helps us successfully fulfill our vision: *“to optimize the value of the services we provide to our customers and continually seek new ways to enhance efficiency and promote worker and customer engagement and satisfaction”*.

About the Internship

This internship is intended for college students who are currently enrolled, plan to enroll, or have recently completed an undergraduate or graduate degree program in civil or mechanical engineering and are working on obtaining or currently holding a California Engineer-in-training (EIT) certificate.

Examples of Duties

About the Internship

This internship offers exposure to real-world engineering work within a public utility environment. Under the guidance of licensed Professional Engineers, the Engineering Intern will have the ability to demonstrate and refine their existing engineering skills. Assignments typically include assisting professional and technical employees on specific projects as well as ongoing business operations.

The ideal candidate is detail-oriented, eager to learn, and ready to take on both office and field work.

This position supports professional engineering and technical personnel in a variety of work, in the field, at the treatment plant and water facilities, as well in the office completing engineering studies. These studies support the planning, design, construction, and operation of water production treatment and distribution, energy and water conservation programs, wastewater treatment process; and process monitoring and control facilities.

The role may also involve assisting with the review of drawings submitted by contractors for conformance with specifications. They may also participate in the use of commercially prepared computer programs for the solution of specific problems in an engineering discipline.

Minimum Qualifications

EDUCATION AND EXPERIENCE

We are seeking an intern who has completed at least two (2) years of coursework toward or any combination of education and experience, which has led to the acquisition of the knowledges, skills, and abilities as indicated above.

Typical ways of acquiring these knowledges, skills, and abilities are either:

Current enrollment in a four-year college with junior standing or higher within a Civil or Mechanical Engineering major; or, Current enrollment in a graduate degree program related to the available position assignment; or, Recent graduation from a four-year college with a Civil or Mechanical Engineering degree.

Knowledge/Skill/Ability

General Knowledge of: Basic principles and terminology related to the assigned work group and the professional discipline practiced such as accounting, legislative advocacy, finance, human resources, or engineering.

Skill in (Depending on the position assignment): Making calculations, making sketches; preparing drawings, maps, charts, and graphs; researching and assembling data from a variety of sources.

Ability to quickly learn the policies, procedures, and techniques relevant to the work assignment; follow oral and written directions; read and interpret technical materials including manuals, diagrams, drawings, and specifications if assigned; keep accurate records; prepare clear and concise reports according to an established format; work cooperatively with others.

Microsoft 365 and applications – Intermediate level proficiency with a focus on Word, Outlook, and Excel

Skills in: Making calculations, researching, organizing, interpreting and assembling data from a variety of sources and strong attention to detail and accuracy in tasks and reports.

Other Requirements

Must possess physical characteristics to perform the critical and important duties of the job.

Must be willing to work overtime as needed.

Possession of a valid California Class A driver's license and a satisfactory driving record to meet the requirements for fieldwork duties.

Supplemental Information**WORKING & PHYSICAL CONDITIONS****Environmental Conditions:**

Outdoors:

The work may require exposure to conditions that may be hazardous or unpleasant. Position requires working in the field outdoors in all weather conditions and involves walking on level and uneven or slippery surfaces, climbing ladders, kneeling, squatting, stooping, turning, bending, lifting, upper body twisting in the performance of daily activities. In some operations, employees may be exposed to raw and treated sewage, chemicals, sharp and dull objects, domestic and wild animals, and in general may encounter a variety of potentially dangerous working situations that require a combination of good judgment, field knowledge of potential problems, problem identification and solutions. May be exposed to electrical and mechanical hazards and a variety of hazardous chemicals or contaminants.

Indoors:

In all office environments utilizing a computer is required. Duties may require maintaining a physical condition necessary for sitting, standing, squatting, or bending for prolonged periods of time. Requires both near and far vision while making visual checks of work areas, files, reports and working on equipment. May require light and heavy lifting, pushing a dragging of equipment and supplies. May be exposed to electrical and mechanical hazards and a variety of hazardous chemicals or contaminants. Incumbents may also work around moving equipment.

OTHER REQUIREMENTS

Background Checks: The district may conduct a background check and a reference check on candidates prior to appointment to a position within this class.

Independent Travel: Incumbents are required to travel independently, for example, to perform work at other work sites and/or to attend meetings with other District employees.

How to Apply

Open Date: April 7, 2026

Final Filing Deadline: Open until May 5, 2026 or 100 applicants have been received. Interested candidates should apply online at [Governmentjobs.com](https://www.governmentjobs.com) on or before the final filing deadline.

Interested candidates should apply online at [Governmentjobs.com](https://www.governmentjobs.com) on or before the final filing deadline. Applications must be submitted through [Governmentjobs.com](https://www.governmentjobs.com).

Please note: Paper copies of applications are not accepted.

Employer

North Marin Water District

Address

Physical: 999 Rush Creek Place

Mailing: PO BOX 146, Novato CA 94948