



ENGINEERING AND COMPLIANCE INTERN - CONCRETE AND ASPHALT CRUSHING RESEARCH

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| Type of Recruitment | Casual Seasonal (Summer Intern) |
| Pay | \$17/Hour |
| Agency | DNREC/Air Quality/Engineering and Compliance |
| Employment Term | Full-time / 12 Weeks |
| Location(s) | 715 Grantham Lane, New Castle, DE 19720 |

Introduction

The [Delaware Department of Natural Resources and Environmental Control](http://dnrec.delaware.gov) protects and manages the state's natural resources, protects public health, provides outdoor recreational opportunities and educates Delawareans about the environment. The intern is part of the Division of Air Quality's Engineering and Compliance Section, which works to advance the Department's mission to protect Delaware's environment for current and future generations. For more information, visit the website at dnrec.delaware.gov and connect with @DelawareDNREC on [Facebook](#), [Instagram](#), X (formerly known as [Twitter](#)) or [LinkedIn](#).

Summary Statement:

The DNREC Division of Air Quality (DAQ) monitors the ambient air quality and regulates air emissions, asbestos removal, and open burning. The Division maintains emission inventories from various source types and develops the State's clean air implementation plans. The Division advises the Secretary of DNREC on possible new air regulations and supports the enforcement of existing regulations.

The Engineering and Compliance Section oversees regulations and permits governing the control of air pollution, from all sources in the state, to ensure that Delaware's air meets State and Federal Air Quality Standards created to protect public health and the environment. The Division provides guidance and technical assistance to regulated businesses and facilities.

Delaware state law requires air quality permits for equipment that has the potential to discharge air contaminants into the atmosphere. State regulations ([7 DE Admin. Code, 1102](#)) establish permitting procedures and requirements.



This role specifically supports the Engineering and Compliance program at DAQ. The program is searching for an individual with excellent organizational and communication skills, proficiency in file review, data collection and management, database entry, document preparation using Microsoft Word and Excel, and the capability to work with limited supervision after training. The selected candidate will be responsible for researching selected facilities that are permitted to crush concrete and asphalt in Delaware. This includes developing a state-wide map, cross-indexing facilities, and performing a brief on-site evaluation of each location to determine if they are still active. This position will also provide ancillary support to the Operations and Support Group (OSG) of DAQ.

Through this internship, the successful candidate will receive various benefits, including:

- Hands-on Experience – by providing an intern with the opportunity to gain practical, hands-on experience. This includes working directly with professionals, learning about various techniques, and participating in and data collection.
- Skill Development – by providing a platform for developing and honing a wide range of skills, including data collection, communication, problem-solving, and project management. These skills are valuable in both academic and professional settings.
- Networking Opportunities – by offering a chance to network with professionals in the air quality field from state government to local land-use planning agencies. Building these connections can be instrumental in future career advancement and accessing job opportunities.
- Resume Enhancement – one can significantly enhance a resume as an internship with DNREC demonstrates practical experience, commitment to environmental stewardship, and a willingness to learn and contribute to important initiatives; and serve as a valuable steppingstone for launching a career in Air Quality or other environmental fields.
- Understanding of Environmental Regulations – by gaining insight into environmental regulations and policies related to Air Quality. Understanding these regulations is crucial for anyone interested in pursuing a career in environmental science, engineering, construction management, or policy.
- Contribution to Environmental Conservation – by playing a role in supporting the program's mission of conserving natural resources and protecting air quality. Through their work, interns contribute to ongoing research, monitoring, and management efforts aimed at minimizing the impacts of air pollution.
- Personal Growth – by offering hands-on opportunities, interns often face new challenges and responsibilities, which can help them develop confidence, resilience, and adaptability.



Overall, interning with DAQ can provide a rewarding experience, offering valuable skills, knowledge, and connections that can benefit interns both personally and professionally.

Job Duties:

- Apply agency laws, rules, regulations, policies, and procedures in maintaining and processing agency information.
- Research selected facilities that are permitted to crush concrete and asphalt in Delaware. This includes developing a state-wide map, cross-indexing facilities, and performing a “drive by” of each location to determine if they are still active.
- Database entry.
- Document preparation using Word and Excel.
- File organization and management.
- Assisting engineering staff with permit review and providing ancillary engineering support as requested.
- Processing agency information.

Job Requirements:

Please attach a resume with your online application. Include a cover letter detailing your interest in the internship and how it aligns with your career goals.

Applicants must have education, training and/or experience demonstrating competence in each of the following areas:

- Must be a current college student or recent college graduate.
- Six months experience using an automated information system to enter, update, modify, delete, retrieve/inquire, and report on data.
- Six months experience in data management and analysis which includes querying, formatting, and quality control.
- Knowledge of interpreting permit plans and details, schematics, or technical drawings to determine compliance.
- Knowledge of project management such as planning, developing, implementing, managing, or evaluating projects to ensure objectives are met.
- Proficiency in demonstrating clear and effective written and verbal communication skills.
- Ability to work effectively in potentially hot and humid weather conditions.
- Ability to perform tasks that may involve bending, lifting, and carrying objects weighing up to 30 lbs.
- Regard for and ability to follow State and Department policies, particularly safety.



Additional Posting Information:

This position will have statewide responsibilities which requires travel throughout the State. The State of Delaware provides transportation services to State agencies.

Schedule:

- The position is flexible as to start date and is for a maximum 12-week term.
- The position will not exceed 37.5 hours per week with a regular schedule of 8:00 am – 4:00 pm with a 30-minute lunch.
- The intern must be able to manage multiple projects at once in a fast-paced, deadline-driven environment.
- The intern will work at the office located at 715 Grantham Lane, New Castle, DE 19720. Additional hours will be in the field.
- Casual/Seasonal Employees are not eligible for state plan benefits.

Condition of Hire:

Applicants must be legally authorized to work in the United States. DNREC does not provide sponsorship for holders of H-1 B Visas.

Applicants must be legally authorized to work in the United States. The State of Delaware Executive Branch participates in the Federal E-Verify system where the State will provide the federal government with each new hires Form I-9 information to confirm that you are authorized to work in the U.S. For more information refer to our job seeker resources.

As a condition of hire you must possess a valid driver's license (not suspended, revoked or canceled, or disqualified from driving).



DELAWARE DEPARTMENT OF
**NATURAL RESOURCES AND
ENVIRONMENTAL CONTROL**

89 Kings Highway
Dover, DE 19901
302-739-9000
dnrec.delaware.gov

Selection Process:

The application and supplemental questionnaire are evaluated based upon a rating of your education, training and experience as they relate to the job requirements of the position. It is essential that you provide complete and accurate information on your application and the supplemental questionnaire to include dates of employment, job title and job duties. For education and training, list name of educational provider, training course titles and summary of course content. Narrative information supplied in response to the questions must be supported by the information supplied on the application including your employment, education and training history as it relates to the job requirements.

Once you have submitted your application, all future correspondence related to your application will be sent via email. Please keep your contact information current.

Accommodations:

Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an auxiliary aid or service, call 302-739-5458. TDD users should call the Delaware Relay Service Number 800-232-5460 for assistance.

The State of Delaware is an Equal Opportunity employer and values a diverse workforce. We strongly encourage and seek out a workforce representative of Delaware including race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression.