



Construction Management Internship Job Description

Department:

Preconstruction & Operations. Half the program will be in Preconstruction and the other half in Operations, with an assigned mentor supervisor for each session.

Duration:

12 weeks

Location:

The Preconstruction Department is located at the main office and an active construction Project site.

About Us:

Ortega Construction was founded in 2010 by Michael Ortega to leverage his 25-plus years of building experience in South Florida. Born and raised in Miami, Michael Ortega wanted to continue the Family's legacy of 60-plus years of building in South Florida and developing great client relationships. The company's focus has primarily been multi-family, mixed-use, and hospitality projects throughout Miami-Dade, Broward, and Palm Beach Counties of Florida.

About the Internship:

The internship program is designed to offer students a comprehensive learning experience in construction management. Interns will engage in on-site work at different construction projects, collaborate with experienced professionals, gain exposure to various aspects of the construction industry, and apply theoretical knowledge in practical settings.

Responsibilities:

- Assist with quantity takeoffs from plans and specifications
- Participate in bid preparation and submittal process
- Assist with constructability reviews and value engineering studies
- Document Daily activities and progress reports
- Aid with site layout and preparation
- Manage project documents and drawings
- Assist with procurement and subcontractor coordination
- Complete other duties as assigned by the Preconstruction Manager / Project Manager

Benefits:

- Acquire valuable hands-on expertise in both Preconstruction and Operations within the construction industry
- Gain insights and knowledge from seasoned professionals within a vibrant and dynamic work setting.
- Network with industry professionals and gain further insight by working alongside some of the leaders in the business

To Apply:

Please submit your resume to info@ortegacc.com

Additional Information:

- The internship may require some travel and /or flexible work hours.
- We are an equal-opportunity employer and value diversity at our company. We do not discriminate based on race, religion, color, national origin, gender, marital status, veteran status, or disability.