

Strengthening Minnesota businesses by maximizing efficiency and lowering costs through energy, water and waste reduction

**INTERNSHIP:** Lead a project focused on analyzing industrial water conservation data to make recommendations for high value projects with replication potential across industries (Summer 2020).

## **COMPANY/ORGANIZATION:** Minnesota Technical Assistance Program

The Minnesota Technical Assistance Program (MnTAP) is seeking a junior or senior level college student to lead a project focused on analyzing historical water conservation practices derived from MnTAP interns and technical assistance. The project will involve extracting best practices information and impacts from a client resource management (CRM) database, organizing the information in a comprehensive format, and manipulating data to present common themes and results from industrial water conservation strategies.

The intern will report to MnTAP project staff and partners at the Metropolitan Council Environmental Services Water Supply Planning Division.

## **JOB DUTIES:**

As part of this project, you will be asked to complete the following tasks:

1. Review background materials pertaining to motivation for industrial water conservation assistance.
2. Study the functions of MnTAP's CRM, as needed to understand how to capture relevant data.
3. Compile data from MnTAP intern projects and technical assistance.
4. Sort and classify industrial water efficiency data.
5. Define key opportunities and value for water efficiency projects.
6. Manage project tasks, activities, and project documentation effectively.
7. Work professionally and collaboratively with MnTAP staff and funding partners
8. Develop reports and outreach materials to share findings with water stakeholders.
9. Summarize findings in a detailed final report, including a proposal for developing tools for industrial water efficiency.
10. Present project findings MCES staff and stakeholders, and at MnTAP hosted public presentation events.

The position is full time, 40 hours per week, for three months to start after the conclusion of spring semester or quarter. Pay is \$14/hour, with a lump sum stipend of \$1,000 upon completion of the project deliverables: a final report and presentations. Cumulatively, this equates to \$16.00/hour when averaged over the project. Candidates must pass a background check.

## **QUALIFICATIONS:**

- Cumulative GPA of at least 3.0
- Good oral & written communication skills
- A technical academic background
- Troubleshooting skills
- Self-motivated
- Excel and other software skills
- Appropriate majors: *Engineering, computer science, environmental or physical sciences and others as applicable*

## **TO APPLY:**

Apply online at:

[www.mntap.umn.edu/intern/student\\_apply.htm](http://www.mntap.umn.edu/intern/student_apply.htm)

Remember to submit your application form, cover letter, resume, and unofficial transcript.

Cover letters can be addressed to:

Nathan Landwehr, Intern Program Administrator  
200 Oak Street SE, Suite 350-1  
Minneapolis, MN 55455 • [landwehr@umn.edu](mailto:landwehr@umn.edu)

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