Facilities Construction / Project Management Intern  
- Children's Hospital of Philadelphia

**Division/Location/Company Description:**
Since its start in 1855 as the nation’s first hospital devoted exclusively to caring for children, The Children’s Hospital of Philadelphia has provided over 150 years of innovation and service to our patients, their families and our community.

**Position Description:**
Individuals will have the opportunity to work on highly complex healthcare projects by managing and collaborating with top local and national healthcare design firms and construction managers. The successful candidate will act as the owner’s representative for various construction projects throughout the Hospital’s campus. This role is hired directly by CHOP to use their design and construction expertise to deliver a successful project. This individual is responsible for oversight and management of all project aspects (budget, schedule, designers, engineers, construction managers, hospital vendors).

To achieve a successful project, co-ops will work under the supervision of project managers and independently. Responsibilities will include:
- Monitoring active construction
- Coordinating construction schedules
- Technical problem solving related to architectural, fire protection, plumbing, HVAC/mechanical, electrical, low voltage elements of facilities
- Reviewing and coordinating with architectural and engineering teams through the design process
- Interfacing with construction managers and vendors, as well as hospital clinical and support staff
- Participation in project meetings
- Assessing existing building conditions

The responsibilities listed above are examples of tasks that may be required. Job responsibilities will be tailored to the candidate’s strengths and responsibility may expand throughout the co-op duration.

**Unpaid Position:** No  
**Job Location:** University City Philadelphia  
Philadelphia  
**Car required to get to work:** No  
**Number of Openings:**  
**Exposure to hazardous and/or biohazardous materials:** No  
**Travel required for position:** No  
**Anticipated travel information:**

**Qualifications:**
**Recommended Qualifications:**
Excellent communication skills, both written and verbal. Highly motivated, independent, self-starter.

**Additional Qualifications:**
- **Minimum GPA:** 2.75
- **Minimum Work Authorization level required:** No Restriction
- **Level(s) of Experience Sought:**
  - Intermediate - Some related work or volunteer experience/second Co-op
  - Advanced - Previous related work experience/final Co-op
- **Unofficial Transcript requested:** Yes  
  **When:** Candidate Interviewing

**Additional Application Requirements:**
Must be legally eligible to work in the U.S.

**Pre-Employment Screening Requirements:** Drug test & Background check

**Additional Application Instructions:**
Please email your application to:

Mary Alcaraz, PE, LC, LEED AP
Senior Project Manager
Facilities Project Management and Construction

[alcarazm@chop.edu](mailto:alcarazm@chop.edu)
c: 610.246.8564

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