



2007 Interns

I spent most of my time in the field and not in the trailer. Since it was at the beginning of the job I got to do a lot of cutting and shooting grades for the excavator, and I got a ton of concrete experience. I was responsible for directing work, and I was exposed to many sides of general contracting that I hadn't seen before. ~Russell Tipton



Allegro
Luxury Condominiums



Class of 2007, at Harkins headquarters for training and orientation. After meeting with the chief operating officer and two other vice presidents, all nine interns completed the OSHA ten-hour certification class. Back Row L-R: Matt Van Tuyl, Russell Tipton, Brad Whitcomb, Ryan McGrath, Rod Alemi; Front Row: Alyssa Mellon, Heather McArthur, Mac Carney, Howard Wright.

I worked mainly on the exterior – waterproofing, insulation, stone veneer, siding, roof, and also with the interior trades that had penetrations. My internship gave me a totally new perspective on how a general contractor and architect interact, and I learned a lot by talking to different people on the project. ~Heather McArthur



Rollins Ridge
Mixed-Use
Residential and Retail



Field team at
Brightview at Avondell

This was a great internship - great combination of hands-on field supervision and administration. I got to work on an elevated concrete slab for the first time, and I was doing coordination, checklists, following up on the phone with changes in plans, and more. The people I worked with were great. They taught me a lot, and I've been back to visit them and see the job's progress. ~Howard Wright

I assisted the site team in completing a large residential project. I helped organize and manage subcontractors to complete their work. The internship program allowed me to reassure myself that construction management was the best career path for me. I learned the basics of how a jobsite is run, which gave me a much better understanding of my position now as a project engineer. ~Joshua Stewart

Ashbury Courts
Concrete and Wood Frame



Please send your resume and cover letter to

Jason Cooke, Director of Human Resources jcooke@harkinsbuilders.com / fax: 410-480-4042
Harkins Builders, Inc. 2201 Warwick Way Marriottsville, MD 21104



Project Engineer Internship Program

The Harkins Builders, Inc. internship program provides college undergraduates with an opportunity to apply classroom learning to real construction projects, gain work experience, and learn more about Harkins. Interns will be invited to participate in company training and social activities that occur during the student's internship period.

Who is Harkins Builders, Inc.?

We are an employee-owned construction company serving the Mid-Atlantic, providing quality services to clients engaged in the development of multi-family residential, senior living, commercial and military facilities in order to sustain a profit and create growth and opportunity for our employees.

Intern / Project Engineer Responsibilities

During the program, you will be assigned to a project and work hands-on with the field and assist the site team with the following activities:

- ▼ Inspect projects during all phases of construction acting as troubleshooter and monitor of quality standards and the building practices of trade contractor. Verify the completion of change orders, contract options, and special changes from work tickets.
- ▼ Coordinate the workflow and activities of multiple trade contractors in a high-production environment.
- ▼ Conduct walk through and develop punch lists.
- ▼ Accompany building inspectors on compliance inspections.

Skills We Are Looking For

- ▼ Outstanding verbal and written communication skills
- ▼ Demonstrated leadership skills
- ▼ Superior planning and organizational skills
- ▼ Excellent analytical skills

2007 Industry Rankings

- #24 Top 50 Multifamily Builders
(Multifamily Executive)
- #24 Top 50 Multifamily Rental Builders
(Builder Magazine)
- #143 GIANTS 2006 (Professional Builder Magazine)
- #258 The TOP 400 Contractors
(Engineering News-Record)

What will I do as a Harkins intern?

Interns are the future of Harkins and because of that we want to expose them to as much as possible. Some examples of these duties are:

- ▼ Inspect work
- ▼ Attend subcontractor meetings
- ▼ Interact with architects and engineers
- ▼ Take site progress photos
- ▼ Review drawings and specs
- ▼ Process submittals
- ▼ Manage subcontractors
- ▼ Participate in safety procedures
- ▼ Submit TQs (technical queries)
- ▼ Compile operation and maintenance manuals
- ▼ Walk project units
- ▼ Develop punch list
- ▼ Participate with bids and scopes

Internship Program Events

- ▼ Engage with Harkins executives during orientation meetings, intern lunches, and training sessions.
- ▼ Enjoy multiple Harkins sponsored social networking events.
- ▼ Energize team building through Harkins sponsored volunteer events.
- ▼ Earn awards for your efforts during our intern recognition dinner.

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