



SAN MATEO COUNTY  
**Transportation  
Authority**

# INTERNSHIP OPPORTUNITIES

The San Mateo County Transportation Authority (TA) plans, funds and delivers transportation programs and projects throughout San Mateo County. There are two summer internships available as listed below:

**Internship #1: Planning and Fund Management (P&FM):** The roles and responsibilities of the selected intern are:

- Assisting with planning projects including the Half Moon Bay Hwy 1 Corridor Study, Active 101 Project, and South County Multimodal Strategy Project
- Identifying potential funding opportunities
- Developing report templates for active grant programs
- Supporting public outreach activities, mapping projects in ArcGIS and conducting grant research
- Providing general support to the team such as doing research and cataloging project scopes

**Internship #2: Project Delivery (PD):** The roles and responsibilities of the selected intern are:

- Assisting with management of highway, bicycle and pedestrian improvement projects
- Supporting the review of environmental, traffic, and engineering analyses
- Providing support for public outreach activities, mapping projects in ArcGIS, conducting grant research
- Supporting construction projects with field work and progress tracking

## Minimum Qualifications:

- Must be currently enrolled in an accredited university as an undergraduate student, graduate student, or be a 2025 graduate.
- Must be able to work onsite in San Carlos for the duration of the program (June – August), not to exceed 40 hours/week or 320 cumulative hours.

## Online Applications Available at:

<https://www.governmentjobs.com/careers/smctd/ta>

Applications Due:  
April 20, 2025  
(1<sup>st</sup> Cutoff March 30, 2025)

Pay - \$25 Per Hour

Work Location:  
1250 San Carlos Ave,  
San Carlos, CA  
94070

Online Application  
Required. Apply  
separately to be  
considered for both  
positions.

Apply Online at:



Internships@samtrans.com  
www.SMCTA.com