



# Example of Consulting Intern Job Description

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Our company is looking for a consulting intern. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for consulting intern

- Demonstrate research experience, as this job will likely demand directed research into architectural materials and technology, building services systems, green building and urban policy, and social and human comfort issues
- Sketching and digital illustrations of building concepts will be expected in order to visualize design strategies for client presentations and other external needs
- Develop sustainability frameworks and design strategies for multiple scales of projects, while also completing environmental and social impact assessments
- Advising clients on green building technology and ratings systems (LEED, WELL, Fitwel, Passive House, Living Building Challenge, SITES)
- Tracking rating system and building strategy processes, writing and editing reports, and presenting LEED or sustainability frameworks to clients, design teams, and contractor
- Analysis of building design strategies using 3D modeling and analysis software like Rhino, Grasshopper, and other plug-ins
- Demonstrate research experience, as this job will likely demand both directed and individual research into architectural materials and technology, building services systems, green building and urban policy, and social and human comfort issues
- Development of process engineering fundamentals with an emphasis on process safety studies

- Perform process data entry and verification, piping isometric sketching and entry

## Qualifications for consulting intern

- Knowledge of key issues and current developments within the life sciences space, or ability to learn new knowledge quickly
- Prior experience in all aspects of project management in a consulting / organizational setting, including managing multiple internal and external stakeholders is advantageous
- Ability to think creatively, and develop innovative solutions to uncommon problems – Intellectual stimulation makes consulting fun, and we hire people who bring a different point-of-view to the table
- Lastly, a pleasant personality and a sense of humour
- Advanced proficiency with desktop applications (Excel, PowerPoint)
- Degree holder of Management, Engineering, Computer Science and MBA studies