



## **JOB DESCRIPTION: Trane Internship for Mechanical Engineering Student**

Trane, a global manufacturer of air-conditioning units, is interested in hiring a mechanical engineering student for a paid internship for the duration of 3-6 months to help with the following tasks:

- Review engineering documents and check for accuracy.
- Work with Trane internal teams to handle any corrections that need to be made with mechanical engineering documents.
- Once documents have been checked and confirmed, organize them and send copies to internal and external stakeholders.

## **QUALIFICATIONS/REQUIREMENTS:**

- Mechanical engineering student in sophomore, junior or senior year.
- Requires in-office participation 2-3 days a week in the Trane Sunnyvale, California district office in Silicon Valley. Other work times can be remote.
- Must have excellent verbal communication skills and willing to contact people via phone to make corrections on internal mechanical documents, should email communication is not sufficient.
- Must have the personality to be forward and direct and to be "politely persistent" to help internal and external teams' complete important tasks.

## **TOTAL COMPENSATION RANGE: \$40/HOUR**

Disclaimer: This base pay range is based on U.S. national averages. Actual base pay could be a result of seniority, qualifications, merit, geographic location where the work is performed.

We offer competitive compensation and comprehensive benefits and programs. We are an equal opportunity employer; all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, pregnancy, age, marital status, disability, status as a protected veteran, or any legally protected status. Must possess a valid driver's license for a minimum of 12 months, with no major or frequent traffic violations included, but not limited to: DUI, Hit-and-Run, License Suspension, Reckless/Careless Driving or multiple smaller infractions or preventable collisions in the previous 3 years.

## **HOW TO APPLY FOR POSITION:**

If you are qualified for this position, email your resume to Bob Jeffryes, General Manager, Trane San Francisco at [bjeffryes@trane.com](mailto:bjeffryes@trane.com). Or call Bob directly at (408) 481-3614.