



ENGINEERING TECHNICIAN I

CLASSIFICATION

Title:	Engineering Tech I	Civil Service Status:	Classified
Department:	Engineering Department	FLSA:	Non-Exempt
Bargaining Unit:	N/A	Bargaining Unit Approval:	N/A
Immediate Supervisor:	City Engineer	Positions Supervised:	N/A

Description

Under general supervision, performs a variety of moderate to complex office and field technical engineering tasks related to design, plan review, surveying, inspecting, office research and assisting the public; does related work as required. Distinguishing Characteristics:

Employee in this classification must apply pre-professional and professional engineering knowledges and skills to the design, construction, and inspection of public works projects. Employee must be familiar with office, field, and inspection procedures. Work is performed under the general direction and reviewed upon completion for performance with department standards.

Job Duties

The following are examples of duties and are not necessarily descriptive of any one position in this class. The omission of specific duties statements does not preclude management from assigning such duties if such duties are a logical assignment for the position.

- Serves as a subordinate designer in the office.
- Conducts preliminary studies and prepares and reviews designs for public works projects such as sewers, street paving projects, subdivisions and related work; prepares and reviews estimates, pay applications, and specifications for construction projects; studies maps, plans, subdivisions, and terrain for data to aid in the establishment and location of proposed plats, properties and surveys;
- Performs preliminary surveys, staking of construction projects and establishing street lines and grades; serves as an inspector for the Engineering Department; plans and supervises the inspection of repair or construction projects; keeps records and prepares correspondence and reports.
- Performs other related duties as required.

Experience / Education Required

Training and Experience: A combination of education and experience substantially equivalent to graduation from an accredited college or university with an Associate degree in:

- Civil Engineering/ Civil Engineering Technology
 - Construction Management
 - Construction Engineering Technology
 - Municipal Engineering Technology
 - Construction Technology
- and two (2) years of professional experience

License Requirement: None.

Knowledge of:

- Civil engineering principles including mathematics, mechanics, materials, hydraulics, hydrology, structural, mechanical, electrical, and sanitary systems.
- Common construction means and methods, including materials, techniques and industry best practices.
- Knowledge of Small Municipal Separate Storm Sewer Systems (MS4) and requirements for compliance *preferred*
- GIS system knowledge, utilization, and data collection *preferred*
- Basic knowledge of asphalt pavement design *preferred*

Ability to:

- Strong verbal and written communication skills to professionally interact with the public and government officials
- Perform civil engineering design work and/or supervise construction and inspection activities.
- Conduct field investigations to assess infrastructure issues
- Analyze findings and assist in developing capital improvement plans
- Manage/assist in projects from initiation to completion, including investigation, design oversight, procurement, inspection, and construction management
- Prepare engineering and inspection reports.
- Utilize GIS applications proficiently
- Demonstrate proficiency in Microsoft Office Suite, including Excel and Word

Physical Condition:

- Must meet the health and physical requirements necessary to perform essential job functions, with or without reasonable accommodation.

Compensation:

- \$23.62 - \$29.18 per hour