

ENGINEERING TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS:

The work involves responsibility for completing technical tasks related to civil engineering projects such as reading and understanding specifications of projects, inspecting projects in progress to ensure conformity with specifications, gathering information for survey crews, completing field tests and any other related tasks. Work is performed under the general supervision of the Superintendent of Engineering Services. Does related work as required.

TYPICAL WORK ACTIVITIES:

Inspects projects being completed by contractors making certain that projects conform to specifications;

Reads, interprets and understands specifications of projects;

Conducts field tests checking temperature, air and product requirements of projects;

Prepares or checks calculations for accuracy against bids in bid books;

Performs basic surveys including the operation of survey equipment to establish grades, alignments, drainage areas, curbs and any other basic civil engineering surveys;

Assists with surveys by gathering information for the survey crew, serves as rod person on crew and/ or chain person on transit;

Maintains records for streets, water mains, sewers and buildings;

Provides information to homeowner and business owners on job site with questions and concerns;

Coordinates work with other City departments and Electric and Gas Company, Telephone Company, and sub-contractors;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS:

Working knowledge of modern methods and techniques as applied to the construction and maintenance of public works projects;

Working knowledge of construction and engineering survey practices;

Ability to read and interpret engineering plans, specifications, charts, and designs;

Ability to make engineering computations and use engineering tables;

Ability to use survey equipment;

Ability to understand and carry out oral and written instructions;

Ability to maintain office engineering files;

Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS: Either:

- (a) Graduation from a regionally accredited college or university or one accredited by the New York State Board of Regents to grant degrees with an Associate's degree in engineering technology, engineering science, mathematics or a related field; or
- (b) Graduation from high school or possession of a high school equivalency diploma and two (2) years experience as an engineer helper or other occupation performing Engineering or Highway Construction; or
- (c) An equivalent combination of training and experience as defined by the limits outlined in (a) and (b) above.