

Engineering Technician Tompkins County

Classification: Competitive

Labor Grade: 8

Approved: Bd. Res. \$489 12/18/90

Revised: 9/93; 6/03; 1/07

By: HH, Commissioner of Personnel

MINIMUM QUALIFICATIONS:

(a) Graduation from a regionally accredited or New York State registered two year college with an Associates degree in Engineering Technology , Civil Technology, Construction Technology, **AND** one year of full time paid (or the equivalent part-time and/or volunteer) broadly based experience in the design and/or construction of highways or in the construction industry; **OR**

(b) Graduation from a high school technical education program (recognized by the New York State Education Department as meeting acceptable program practices and standards) with knowledge of one or more of the following: CAD, construction technology, drafting, engineering, or engineering graphics **AND** two years of full-time paid (or the equivalent part-time and/or volunteer) broadly based experience in the design and/or construction of highways or in the construction industry ; **OR**

(c) Any combination of training and experience equal to or greater than that specified in (a) and (b) above.

Tompkins County is Committed to Equity and Inclusion. We encourage those with similar values to apply.

SPECIAL REQUIREMENTS: The candidate will possess a valid New York State Class D Drivers License at the time of application and maintain such license for the duration of employment.

DISTINGUISHING FEATURES OF THE CLASS:

An Engineering Technician performs basic labor or technical tasks. He or she may also perform standard laboratory testing in a CADD room, office or laboratory. An Engineering Technician works with equipment used in surveying activities; reduces and plots notes; prepares maps and plans, performs mathematical computations and assists with observations, inspections, laboratory tests and report preparation. The employee performs quality control on various projects and may assist in monitoring environmental quality in relation to projects. The Engineering Technician is expected to use various computer applications in order to perform the duties of the position. The work is performed under the direct supervision of a Civil Engineer or Associate Civil Engineer. Moderate autonomy and independent judgment is exercised when performing the duties of this position. Supervision of others is not generally a function of this class. The incumbent will perform all related duties as assigned.

TYPICAL WORK ACTIVITIES: (Illustrative, but not all-inclusive)

- Assists in the development of Highway and Engineering technical requirements;
- Assists in the development of budgets and schedules for Engineering projects;
- Assists with and may perform all types of surveys including photogrammetric, construction, property, topographic, traffic, route, and hydrographic;
- Performs and coordinates construction inspection to ensure proper implementation of plans, specifications, regulations and codes;
- Performs and coordinates material and construction testing in the field and/or lab.
- Manages the County Engineering Resource Room;

KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Working knowledge of the practices and principles of engineering and construction;
- Working knowledge of the operation of the instruments and materials used in engineering and construction projects;
- Working knowledge of survey and engineering terminology;
- Working knowledge of rules, regulations and codes pertaining to engineering projects;
- Ability to interpret engineering drawings and specifications;
- Assists in the formulation of budgets and schedules;

- Ability to assist in surveys including but may not be limited to photogrammetric, construction, property, topographic, traffic, route, and hydrographic;
- Ability to perform material and construction tests in the field and lab;
- Ability to understand and interpret complex oral and written information;
- Ability to use a personal computer to manipulate engineering software programs;
- Ability to understand basic laboratory instrumentation and electronics;

Originally created 5/93

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