



# Department of Human Resources & Civil Service

## Summer Job Announcement

Cheryl Dinolfo  
County Executive

Brayton McK. Connard, SPHR  
Director

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**TITLE:** Engineering Aide, Seasonal (1 Position)

**SALARY:** \$10.90-\$15.00/hr

**LOCATION:** Department of Transportation, Highway Engineering & Operations Division  
50 West Main Street, Suite 6100, City Place Building, Rochester, New York 14614

**SCHEDULE:** 14 week assignment – 40 hours/week, Monday-Friday 8:00am – 5:00pm, Feb -August (flexible)

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**Job Summary:** This is a seasonal technical position in the Highway Engineering Division. Duties include collecting, recording and updating storm sewer data, updating the existing GIS storm sewer map, updating and inputting pavement management data, and researching and assembling road maintenance jurisdictions documentation. Monroe County will provide safety vests and hard hats when necessary to the job task. Steel toe work boots are recommended. Monroe County will provide necessary safety training to perform the duties of the position.

**Residency Requirement:** Must be a Monroe County resident.

**Minimum Qualifications:** Matriculation into and completion of two (2) years (sixty (60) semester credit hours or ninety (90) quarter hours) towards an Engineering, Chemistry, Computer Science, Environmental Management Science, Geography, Information Technology, Architecture, Management Information Systems, Automotive Technology or related Bachelor's degree program, or matriculation into a Master's degree program in one of the above mentioned or related fields.

**Special Requirements:** Must possess a valid NYS Driver's License Class D.

**Preferred Qualifications:**

1. Ability to operate a personal computer using software such as Word, Excel, Access, etc.
2. A basic understanding of engineering/science principals;
3. Ability to follow oral and written instructions;
4. Ability to work well with others;
5. Ability to climb over/under bridges and steep embankments.

**Additional Information:**

1. This position is considered safety sensitive, therefore, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test.
2. Must be at least 18 years of age.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

Monroe County Department of Human Resources  
**Summer Employment**  
39 W. Main Street - Room 210  
Rochester, NY 14614-1471

**Posting Deadline:** Until Filled

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210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

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An Equal Opportunity Employer