

## ENGINEERING TECHNICIAN

Code No.: 4-14-032  
COMPETITIVE

**DISTINGUISHING FEATURES OF THE CLASS:** This is a technical position responsible for conducting field surveys, drafting and inspection of construction projects. The employee may perform field survey work, drafting, and other engineering support tasks. The position regularly requires fieldwork at construction job sites. The employee reports directly to and works under general supervision of a senior-level engineering staff member and may receive direct supervision from a Project Engineer when assigned to a specific project. General supervision may be exercised over subordinate staff on specific projects or tasks as required. Does related work as required.

**TYPICAL WORK ACTIVITIES:** (All need not be performed in a given position. Other related activities may be performed although not listed.)

Represents the agency at facilities and construction sites on projects constructed by outside contractors;

Inspects work done by contractors, developers and agency crews to insure conformity of materials and workmanship to specifications, plans and other requirements;

Prepares agency and contractor forms showing work done (percentage completion) and materials used as a basis for payment to contractors;

Serves as a member of a field survey and acts as party chief when required;

Reviews developers' plans for consistency with regulations;

Inspects developers' facilities and related construction;

Conducts soil tests;

Performs office drafting, including updating system maps and records;

Plots cross sections, profiles, base lines, and topography;

Checks facilities, including field testing, and prepares reports;

Assists in preparing contractor bid packages;

Compiles data and assists in conducting hydraulic network analyses.

**FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of construction inspection techniques; good knowledge of surveying, staking, and engineering work; good knowledge of drafting techniques; working

knowledge of mathematics and typical routine civil engineering problems; skill in preparing accurate maps and drawings; ability to communicate with others; ability to prepare field records and reports; ability to represent the agency to outside contractors; ability to review plans for conformance; ability to work outdoors; dependability; integrity; good judgment; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Graduation from a regionally accredited or New York State registered college or university with an Associate's degree in Sanitary, Civil, or Construction Engineering/Technology, plus EITHER:

- (A) Two (2) years paid full-time or its part-time equivalent experience as a draftsman, surveyor, or helper on civil engineering projects; OR,
- (B) Graduation from a regionally accredited or New York State recognized college or university with a Bachelor's degree in Sanitary, Civil or Construction Engineering; OR,
- (C) Any equivalent combination of training and experience as defined by the limits of (A) and (B) above.

**SPECIAL REQUIREMENTS:** Possession of a valid NYS Class \*D\* driver's license at time of appointment.

**SPECIAL REQUIREMENT FOR APPOINTMENT IN SCHOOL DISTRICTS AND BOCES:**

Per Chapter 180 of the Laws of 2000, and by Regulations of the Commissioner of Education, to be employed in a position designated by a school district or BOCES as involving direct contact with students, a clearance for employment from the State Education Department is required.

**REVISED:** January 29, 1981

**REVISED:** May 7, 1987

**REVISED:** September 17, 1992