

ENGINEERING TECHNICIAN

SALARY RANGE: \$33,389 - \$50,571

DISTINGUISHING FEATURES OF THE CLASS: This is an entry level para-professional engineering position used where a sub-professional program is of such a size and/or importance that the program requires special expertise to manage or accomplish a very specific objective. This work is performed under general supervision with considerable leeway given in carrying out the details of assignments. An employee in this class may also monitor or assist in the supervision of field construction crews. Does related work as required.

TYPICAL WORK ACTIVITIES:

Takes field notes and performs various tests to measure concrete strength, slump and air entrainment;
Prepares cost estimates involving labor, material and equipment for construction jobs;
Reviews completed jobs and monitors work orders for complete and accurate information;
Digitizes information, enters data and prepares reports and records information;
Coordinates service request with customers and contractors;
Prepares maps, plans, charts and other graphic illustrations for use by departments and agencies;
Studies and interprets property descriptions to prepare maps and draft changes to already existing maps;
Gathers data on the occupancy, use and development of public and private properties;
Maintains necessary files of maps, plans, charts and other materials;
Performs necessary calculations, computes land areas and tabulates information;
Performs a variety of sub-technical engineering tasks and clerical duties;
May, on occasion, be required to assist in field work;
May assist senior engineer and supervisors with a variety of assignments;
May conduct field investigations as necessary to obtain information for use in the preparation of maps and related materials;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Working knowledge of basic engineering fundamentals and of drafting; basic knowledge of computer applications with computer aided design and drafting (CAD) and geographic information system (GIS); working knowledge of construction fundamentals, tools, terminology and materials; ability to prepare verbal and written reports; ability to make basic mathematical calculations; ability to follow oral and written instructions; ability to gain cooperation of others; neatness; accuracy, good judgment; physical condition commensurate with the demands of the job.

MINIMUM QUALIFICATIONS: Either:

- A. Graduation from a New York State registered or regionally accredited college or university with an Associate's degree in science with major in Engineering Science, Civil Engineering Technology, Earth Science, Math or Physics; OR
- B. Graduation from high school or possession of a high school equivalency diploma and four years of full-time paid experience in an engineering discipline; OR
- C. An equivalent combination of education and experience as defined by the limits of A and B above.

ADDITIONAL REQUIREMENT: Possession of a New York State Driver's license at time of appointment and during service in this classification.

Note: As listed in (A) above, thirty (30) semester credit hours may be substituted for one (1) year of experience in order to meet the qualifications listed in (B) above.