

SENIOR ENGINEERING TECHNICIAN - TOWN OF ITHACA

Tompkins County

Department: Town of Ithaca

Classification: Competitive

Labor Grade: Grade V

Approved: TB 5/01 #59

Revised: 09/12; 10/12; 11/19

By: LG, Deputy Commissioner of Human Resources

MINIMUM QUALIFICATIONS:

1. Graduation from a regionally accredited or New York State registered two-year college with an Associate's degree in Engineering Technology **AND** four years of full time paid (or the equivalent part-time and/or volunteer) broadly based experience in the design and/or construction of utility projects and/or heavy highway projects with at least two years of which must have been in a supervisory capacity; **OR**
2. Graduation from high school or possession of a high school equivalency diploma **AND** six years of full time paid (or the equivalent part-time and/or volunteer) experience in the design and/or construction of utility and/or heavy highway projects with at least two years of which must have been in a supervisory capacity; **OR**
3. Any equivalent combination of training and experience as described in (a) and (b) above.

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

SPECIAL REQUIREMENTS:

Required to possess and maintain a valid New York State Driver's License to operate a motor vehicle.

DISTINGUISHING FEATURES OF THE CLASS:

This position provides technical support and research assistance for all types of Public Works projects including; highway, water, sewer, parks and other engineering projects. An employee in this position utilizes numerous surveying skills. Assists in development, implementation, maintenance, and the monitoring of compliance with regards to Public Works projects. Work is performed under the general supervision of the Director of Engineering, in coordination with the Water/Sewer Maintenance Supervisor and technical oversight by any Engineering staff member. Field leadership is exercised over the work of the Engineering Technician I and interns and may lead small groups of employees. May perform oversight of contracted projects. The incumbent will perform all related duties as required.

TYPICAL WORK ACTIVITIES:

- Performs utility mark outs;
- Performs and coordinates construction inspection to ensure proper implementation of plans, specification, regulations and codes;
- Prepares as-built drawings of Public Works projects;
- Monitors compliance with respect to rules, regulations, codes and contracts;
- Inspects and evaluates conditions of infrastructure;
- Coordinates material and construction testing in the field and/or lab;
- Provides technical assistance on projects and computer software;
- Supervises and instructs in the use of transits, levels and other surveying instruments;
- Plans and performs all types of data collection and surveys including photogrammetric, construction, property, topographic, traffic, route, and hydrographic;
- Prepares plans for Public Works projects;
- Performs basic project computation and research;
- Assists with development of budgets and schedules for projects;
- Attends training as assigned or requested;

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Good knowledge of the practices and principles of engineering and construction;

- Good understanding of the instruments and materials used in engineering and construction projects;
- Good knowledge of survey and engineering terminology;
- Good knowledge of rules, regulations and codes pertaining to engineering projects;
- Ability to read and understand engineering drawings and specifications;
- Ability to formulate schedules;
- Ability to perform surveys including but not limited to photogrammetric, construction, property, topographic, traffic, route, and hydrographic;
- Ability to supervise and direct the work of others;
- Ability to understand and interpret complex oral and written information;
- Ability to use microcomputers and engineering software programs;
- Ability to establish cooperative working relationships with contractors, the public, consultants, vendors, co-workers, and other department staff;
- Physical condition commensurate with the demands of the position, either with or without reasonable accommodations.

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