

ENGINEERING TECHNICIAN III

PURPOSE

Performs advanced paraprofessional and highly technical field and office civil engineering work in the design, construction and maintenance of public works facilities; performs related and other work as required.

WORKING CONDITIONS

Include field and office activities. Field activities include exposure to traffic hazards, noise, various weather conditions, and animal and insect bites. Weekend or holiday work may be involved.

PHYSICAL DEMANDS

Emphasize speech, hearing and vision, and the ability to perform moderate lifting and carrying.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey level class of the Engineering Technicians' series. It is distinguished from Engineering Technician II classification in that positions assigned to this class are expected to perform the most complex and highly technical paraprofessional engineering work. In addition, positions assigned to this class require the ability to manage engineering projects from design through construction.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Senior/Associate Engineer or their designee. May exercise direct and indirect supervision of lower level paraprofessional engineering personnel.

ESSENTIAL JOB FUNCTIONS - Duties may include, but are not limited to, the following:

Conduct preliminary studies of engineering projects and prepare plans and specifications, and cost estimates for public improvements such as streets, storm drains, sewers, water works, and other public projects.

Perform field inspections on complex public works projects, maintain documentation of construction and inspection activities, supervise others performing inspection work, and make recommendations to higher authority regarding the acceptability of construction work.

Supervise, coordinate and perform highly technical engineering work in the design and construction of public works.

Review plans, maps, specifications, cost estimates, and other work for accuracy, presentation, and

conformance with established engineering practices.

Manage construction projects from a design stage through project acceptance.

Monitor and direct consultants progress with specific capital improvement project design.

Provide information and answer questions for consulting engineers, contractors, and the general public, as well as City Staff members.

Make calculations for engineering, surveying, and other construction related work.

Resolve conflicts between owners, contractors, developers, utility companies, and others.

Coordinate right-of-way planning and acquisition.

Prepare written reports on engineering-related projects.

Make every reasonable effort to continually improve the manner in which the job is performed and increase the quality of service to the public.

DESIRABLE QUALIFICATIONS

Knowledge and Abilities:

Knowledge of engineering mathematics, drawing, and instruments; of civil engineering methods and techniques used in the construction and maintenance of public works; of techniques for preparing designs, plans, specifications, estimates, reports, and recommendations related to public works; of the operation of computers and computer software packages such as word processing, spreadsheet and computer aided drafting; of techniques of contract administration and project management.

Ability to read and interpret plans and specifications; to review and perform a variety of complex mathematical/engineering computations; to prepare plans, specifications, cost estimates and engineering reports with minimal assistance; to communicate effectively, both orally and in writing; to establish and maintain effective working relationships with those contacted in the course of work; to plan, assign and direct the work of subordinates.

Education/Experience:

Any combination of experience and training that provides the required knowledge and abilities are qualifying. A typical way to obtain the knowledge and ability would be:

Education: Equivalent to the completion of the twelfth grade preferably supplemented by college level courses in civil engineering. An A.A. degree in Engineering Technology or a closely related field is highly desirable.

Experience: Two years of experience performing duties comparable to those of an Engineering Technician II with the City of Dixon, or five years of increasingly complex paraprofessional engineering experience.

OTHER REQUIREMENTS

License or Certificate

A valid California Driver's License and a satisfactory driving record are conditions of initial and continuous employment.