

## **ENGINEERING TECHNICIAN - 292**

### **DEFINITION OF WORK**

Under immediate supervision, performs difficult technical and skilled work in a variety of sub-professional engineering assignments; does related work as required.

### **EXAMPLES OF WORK**

Coordinates technical work and acts as liaison between inter-city departments, contractors and the public relating to engineering and construction projects; researches, verifies and prepares payments to contractors for completed work; prepares preliminary and final agreements between City and contractors on improvement projects; researches and prepares special assessment rolls of utility customer receiving improvements; coordinates the review and approval of development plans; maintains and reviews City permit procedures; lays out, designs and calculates quantities for sewer, drainage, street and miscellaneous buildings, public works and utilities construction projects; locates utilities, easements, property lines and other information in the preparation of construction plans and specifications; plots existing topography and proposed improvements; prepares strip maps of right-of-way to be acquired; searches records for property ownership information; prepares description of property to be acquired; prepares or corrects drawings and maps from field notes, construction plans, property records and other instructions; inspects project sites while acting as construction inspector and participates in field surveys; inspects existing buildings for renovations; determines nature and extent of work to be done; estimates costs; arranges for taking bids; supervises work while under construction.

### **EMPLOYMENT STANDARDS**

Education and Experience: Any combination of education and experience equivalent to a high school or vocational school diploma, including courses in drafting, design and mathematics and considerable experience in engineering, drafting work or construction work, including some experience in engineering design work and/or construction in the field of specialty.

Knowledge, Skills and Abilities: Thorough knowledge of the terminology, methods, practices and techniques of engineering, drafting and design; thorough knowledge of engineering maps and records; thorough knowledge of mathematics and trigonometry; some knowledge of the basic principles of engineering; ability to make complex engineering computations; ability to reduce, interpret and apply field notes in complex drafting duties; ability to establish and maintain effective working relationships with others; ability to understand and follow complex oral and written instructions and sketches; skill in drafting plans and in the use and care of drafting equipment and instruments.

### **SPECIAL REQUIREMENT**

Possession of a valid North Carolina driver's license.

