

ENGINEERING TECHNICIAN

Definition:

Under direction, provides a skilled level of engineering support activities requiring the incumbent to have knowledge and experience in areas such as engineering, surveying, or architecture; and perform related work as required.

Distinguishing Characteristics

The Engineering Technician is distinguished from the Engineering Aide and Drafting Technician by its responsibility for performing paraprofessional engineering support activities. The Engineering Technician classification series is combined with the Drafting Technician classification series and is considered a flexible classification position. Advancement between the Engineering Technician I, II, and III or laterally from the Drafting Technician I, II, and III is considered on a merit basis and is subject to recommendation of the Department Head. Further, the salary ranges for the Engineering Technician II/Drafting Technician III and the Engineering Technician I/Drafting Technician II shall be maintained the same per their respective ranges.

Engineering Technician I: This is the entry level of the Engineering Technician class. Incumbents perform the most routine of the paraprofessional duties such as assisting engineers by researching designs and plans, performing inspections, preparing reports and may act as a Survey Crew Party Chief. Incumbents may perform plan reviews of professional engineers and surveyors.

Engineering Technician II: This is the journey level of the paraprofessional Engineering Technician class. Incumbents perform the full range of the paraprofessional duties, but are not expected to work at the same skill level and with the discretion of the Engineering Technician III. Incumbents oversee the work of survey crews, perform complex calculations, conduct difficult lab tests, and assist field inspectors in resolving problems.

Engineering Technician III: This is the advanced journey level of the paraprofessional Engineering Technician class. Incumbents perform the most complex of the engineering support activities and are expected to work independently and with discretion. Incumbents prepare project budgets, recommend new procedures, and assist in the preparation of agreements and board letters.

Essential Functions:

- Coordinates projects with engineers, architects and other related parties.
- Performs complex mathematical calculations.
- Performs complex inspections and testing.
- Provides direction and serves as a lead to lower level staff.
- Provides information to other departments, organizations, agencies, etc. on related projects and procedures.
- Conducts complex studies and surveys.

Some Positions Also:

- Assists engineers or architects in researching and preparing project plans and specifications; review and check maps, plans and calculations for private engineers, surveyors or architects.
- Investigates and responds to complaints from the general public.
- Prepares a variety of technical reports, board letters, resolutions and ordinances.
- Assists with design and inspection of construction and maintenance projects.
- Conducts pre-design meetings and prepare plans and written specifications; coordinate work with involved parties; prepare related project documents.
- Create, scan, update, maintain and plot complex maps and subdivisions.
- Receives, reviews, and comments on construction plans received from private surveying and engineering companies.
- Oversees the work of survey crews.
- Performs engineering, or architectural computer aided drafting.
- Performs other duties of similar nature or level as required.

Employment Standards:

Associate Degree in Architecture, Engineering, Surveying, Construction Management or directly related field.

OR

Two years of experience sufficient to obtain the knowledge and skills to successfully perform the essential duties of the job, such as an Engineering Aide III or Drafting Technician I.

OR

An equivalent combination of education and experience sufficient to obtain the knowledge and skills to successfully perform the essential duties of the job.

Possession of a valid California Motor Vehicle Driver's License.

Knowledge of: basic engineering principles; survey and inspection techniques; applicable codes, computer aided drafting techniques, laws and regulations; basic algebra, geometry and trigonometry; and common terms used in engineering, construction and architecture.

Skill in: coordinating work; conducting inspections; conducting testing and sampling; preparing maps and plans; obtaining and collecting data; performing basic engineering calculations; using computers and related software applications; maintaining files and records; and, communicating both orally and in writing sufficient to exchange or convey information and to receive work direction.

A background check may be conducted for this classification.

All Kern County employees are designated "Disaster Service Workers" through state and local laws (CA Government Code Sec. 3100-3109 and Ordinance Code Title 2-Administration, Ch. 2.66 Emergency Services). As Disaster Service Workers, all County employees are expected to remain at work, or to report for work as soon as practicable, following a significant emergency or disaster.

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