

**Title: Engineering Technician I**  
**Department: Public Works**  
**Division/Office: Engineering Division**



Grade 2114; Hourly position; Category: Classified; Job Code: ENT1; Rev.:07/01/2021

### **General Description**

The purpose of this position is to perform engineering work, not requiring a State license, which involves the planning, inspection, and execution of various sewer line installation and wastewater treatment facility maintenance, upgrade and expansion tasks. This position works under close supervision according to set procedures.

### **Duties and Responsibilities**

*The functions listed below are those that represent the majority of the time spent working in this position. Management may assign additional functions as necessary.*

- Inspects using standard procedures the installation of sewer lines and other public works projects.
- Conducts the necessary procedures to create/extend sanitary districts and provide for the transfer of pumping stations to the County.
- Informs interested persons of requirements for sewer infrastructure and pumping station connections and capacity expansions.
- Assists with preparation of bid documents, which contain technical specifications and scopes of work for contract construction and professional services.
- Determines engineering feasibility, study desired results and conclusions, and present recommendations in report format.
- Corresponds with regulatory agencies, general public and other interested persons.
- Determines sewer capacity availability and requirements for new developments.
- Works with State Department of Transportation on the advisability of sewer locations.
- Performs related work as required.

### **Minimum Education and Experience Requirements:**

Requires Associate's degree in engineering or related major with working knowledge of the fundamentals of hydraulics and hydrology or any equivalent combination of education and experience.

### **Additional Requirements:**

Basic knowledge of drafting and inspections techniques; knowledge of the operation and functions of a public works operation; ability to prepare reports and maintain records; ability to locate and utilize engineering information and work independently or with minimal supervision to complete engineering technical level assignments; ability to establish and maintain effective working relationship with coworker, supervisors, contractors, and the public; working knowledge of personal computers and pertinent applications; regular and timely attendance; performance of duties in a safe manner.

Must pass testing for substance abuse and criminal background investigation. Must maintain a positive work environment by acting and communicating in a manner that promotes harmonious relations with customers, co-workers, and supervisors. Direct deposit of pay required.

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**Americans with Disabilities Act Requirements:**

This is heavy work requiring the exertion of 100 pounds of force occasionally, up to 50 pounds of force frequently, and up to 20 pounds of force constantly to move objects; work requires climbing, kneeling, reaching, pushing, lifting, fingering, and grasping; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels, and to receive detailed information through oral communications and/or to make fine distinctions in sound; mental acuity is required to make rational decisions through sound logic and deductive processes; physical attendance at work site is required to perform manual tasks, provide immediate service to onsite customers, and supervise or interact with work group; visual acuity is required for preparing and analyzing written or computer data, use of measuring devices, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions.

**Special Certifications and License Requirements:**

- Must possess and maintain a valid state driver's license with an acceptable driving history.

**Notices:**

Kent County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management. This is an employment at-will position.

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Employee Acknowledgement