



McKENZIE COUNTY

CLASS SPECIFICATION TITLE: Engineer Technician

BAND	GRADE	SUBGRADE	FLSA STATUS
A	1	1	Non-Exempt

CLASS SUMMARY:

This class provides professional field and office civil engineering work.

TYPICAL CLASS ESSENTIAL DUTIES: (These duties are a representative sample; position assignments may vary.)		FRE-QUENCY	BAND/ GRADE
1.	Responsible for planting stakes, clearing brush, placing markers, and maintaining Engineering equipment and supplies.	Daily 50%	B2
2.	Take traffic tickets/counts	Daily 30%	B2
3.	Take concrete and rock core samples and soil samples	Daily 10%	B2
4.	Assist the Engineers with the construction inspection	Daily 10%	B2
5.	Performs other duties of a similar nature or level.	As Required	N/B

TRAINING AND EXPERIENCE: (positions in this class typically require):

A High School Diploma or equivalent with experience or interest in Civil Engineering; or, an equivalent combination of education and experience sufficient to successfully perform the essential duties of the job such as those listed above.

LICENSING REQUIREMENTS: (positions in this class typically require):

- Valid Class D Driver’s License

KNOWLEDGE (position requirements at entry):

Knowledge of:

- Ability to use CAD systems and MS office programs;
- General ledger reporting techniques
- Ability to use standard drafting tools and equipment
- Mathematical concepts
- Strong organizational and communication skills.



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SKILLS (position requirements at entry):

Skill in:

- Performing mathematical calculations;
- Using a computer and applicable software applications;
- Communication, interpersonal skills as applied to interaction with coworkers, supervisor, the general public, etc. sufficient to exchange or convey information and to receive work direction.

PHYSICAL REQUIREMENTS:

Positions in this class typically require: reaching, standing, walking, lifting, grasping, talking, hearing, seeing, and repetitive motions.

Moderate Work: Exerting up to 50 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Moderate work involves moving most of the time. Jobs are moderate if walking and standing are required frequently and all other moderate criteria are met.

Incumbents may be subject to travel.

NOTE:

The above job description is intended to represent only the key areas of responsibilities; specific position assignments will vary depending on the business needs of the department.