

ENGINEERING TECHNICIAN

NATURE OF WORK

This is a responsible position of technical work involving complex preparation of construction plans and specifications, construction inspection, and using and applying scientific and mathematical skills.

Work requires the exercise of considerable initiative, independent judgement and discretion in public projects and private concerns; resolving public – private disputes; coordinating Federal, State, and Local projects; and keeping public relations as a priority. Work also involves hand and computer data entry for record keeping and job files, test data, project design, and computer-generated communication. Work is performed according to established rules, regulations, and procedures, but requires some judgement based upon knowledge gained through experience. Work is normally reviewed only for compliance with desired results.

ILLUSTRATIVE EXAMPLES OF WORK

(Any position may not include all the specific duties listed, nor do the examples cover all the duties which may be required to be performed)

- Prepare drafts of construction plans to clearly illustrate the project for the contractor, resident engineer and others involved in the project.
- Perform design surveys and from these surveys, prepare preliminary plans.
- Do construction surveys and bridge staking.
- Perform the construction inspection of projects.
- Complete materials inspection for Motor Fuel Tax and construction projects. Prepare plans, specifications, estimates right-of-way plats and other reports and documents under the direction of the County Engineer.
- Install, inspect, and document signs on the Piatt County System.
- Perform and document the inspection of bridges in Piatt County according to NBIS

QUALIFICATIONS

Knowledge of computer software including but not limited to Microsoft Office Products and ArcGIS.

Ability to relate well with others.

Working knowledge of standard surveying practice and note taking.

Experience in field inspection of construction techniques and materials.

REQUIREMENTS OF WORK

Associate degree in Engineering or Construction Management from a two-year accredited university or college with two or more years of highway design/construction experience, construction layout, and familiarity with IDOT policies and procedures.

Ability to exert initiative in the resolution of problems, plan corrective action using good judgement.

Ability to deal routinely with confidential material in an atmosphere of loyalty and trust.

Ability to lift and carry up to 100 pounds.

Ability to traverse hilly terrain, as in up and down stream banks and under bridges.

Must have a valid driver's license.