OVERVIEW

The Engineering Technician performs responsible and technical office and field work in support of County and local agency planning- engineering-related activities.

Closing Date - 11/2/2018 12:00 AM Pacific

Roles and Responsibilities

Provides information to the public and other governmental agencies, in person or over the telephone, regarding departmental procedures and regulations, facility locations, plan requirements, and ownership, right-of-way and similar activities, which may require the interpretation of policies and procedures; obtains and distributes copies of maps, land descriptions and similar information. Researches computer databases and hard copy files for maps, specifications, right-of-ways and easements, technical data, land descriptions, laboratory testing results and similar information; summarizes such information for project use and engineering support. Makes a variety of computations in an office, laboratory or field setting; enters data into an automated system and produces reports, drawings or statistical summaries. Performs field surveys in the area to which assigned; sets up equipment to make field measurements in such areas as traffic counts, air quality, weather conditions, flood warning systems and similar technical areas. Performs updating of maps and drawings by posting to existing documents; reduces field notes and produces as-built drawings; learns and uses computer-aided drafting hardware and software to produce maps, drawings, charts, graphs and related documents. Makes field inspections and laboratory tests and measurements of materials used in construction projects to ensure conformance to specifications. Reviews a variety of plans and designs to ensure conformance with codes and regulations; reviews engineering drawings and specifications to verify calculations, quantities, accuracy and completeness. Prepares a variety of written materials such as bid abstracts, legal land descriptions, correspondence and reports. Maintains accurate records and files related to the department to which assigned. Contributes to the efficiency and effectiveness of the unit's service to its customers by offering...
suggestions and directing or participating as an active member of a work team. May assign, direct and review the work of office or technical staff on a project or day-to-day basis. Uses standard office equipment, including a computer, in the course of the work; may drive a motor vehicle to reach work sites, obtain field information or pick up and deliver materials and supplies. Uses specialized equipment to produce copies of maps, drawings and blueprints.

**PHYSICAL DEMANDS**
Mobility to work in a typical office setting, use standard office equipment, and to drive a motor vehicle in order to reach work sites; strength and stamina to walk and climb and conduct field inspections and investigations; lift and carry up to 50 pounds; vision to read printed materials and a computer screen; and hearing and speech to communicate in person or over the telephone. Accommodation may be made for some of these physical demands for otherwise qualified individuals who require and request such accommodation.

**Education and Qualifications**

**MINIMUM REQUIREMENTS**
Qualifying education and experience must be clearly documented in the "Education" and "Work Experience" sections of the application. Do not substitute a resume for your application or write "see attached resume" on your application.

**Education and Experience:**
- Engineering Technician I - Equivalent to two years of college or technical training in engineering, drafting, construction, survey or related technical support field.
- Engineering Technician II - In addition to the above: A minimum of one (1) year of full-time experience in providing technical support to an engineering function. Some college level course work in an appropriate technical subject is desirable.

**Working Conditions:** Specified positions may work with exposure to heavy traffic, hazardous terrain and various weather conditions. Specified positions may be required to work flexible or extended work hours.

**Licensing and Certification:** Specified positions require possession of a valid Nevada Class C driver's license at time of appointment.

**Background Investigation:** Employment is contingent upon successful completion of a background investigation. Periodically after employment background investigations may be conducted.

**Medical Examination:** Employment is contingent upon the results of a physical examination performed by our examining physician.

**Pre-Employment Drug Testing:** Employment is contingent upon the results of a pre-employment drug examination.

**How to Apply**
https://www.govemmentjobs.com/careers/clarkcounty/jobs/2231218/engineering-technician-i-ii