



FRANKLIN COUNTY JOB POSTING Engineering Tech I, II, & III

Open Date: June 15, 2022	Location: Franklin County Public Works 3416 Stearman Ave Pasco, WA 99301
Close Date: July 15, 2022	Type: Full-Time, Bargaining
Reports to: Asst. Public Works Director	FLSA Status: Non-Exempt
Salary and Benefits: Tech I: Grade 14, Starts at \$22.41/ Hour; Full Benefits Package Tech II: Grade 15, Starts at \$24.66/ Hour; Full Benefits Package Tech III: Grade 16, Starts at \$27.13/ Hour; Full Benefits Package	

SUMMARY

The Engineering Tech performs technical engineering duties requiring a broad knowledge of functional engineering areas such as design, surveying, drafting, permit issuance, construction, and/or utility installation inspection.

ESSENTIAL FUNCTIONS OF THE JOB

ENGINEERING TECH I

- Serves as head chain and rod person, on a survey crew, taking and compiling level and transit notes in field books. Operates instruments and assists in other survey party functions for the purpose of training or temporary substitution for absent crew members.
- Assists with inspections under the direction of a project engineer or construction inspector on construction projects. Performs various compaction and analysis tests and operates various materials testing equipment.

ENGINEERING TECH II

- Researches, develops, prepares, and maintains various computerized and manual records, logs, and maps relating to the Geographic Information System (GIS) including design and development, technical assistance, training, and establishing operational procedures.
- Develops, prepares, reviews, and updates various engineering sketches, road plans, maps, and drawings such as plans of utility, location, and as-built construction projects.
- Performs research of ownership, legal descriptions, or other related technical data needed to complete information required in the preparation for more complex construction projects.

ENGINEERING TECH III

- Serves as the lead inspector and performs various field inspections to monitor road conditions, bridge, and any phase of Public Works construction, and existing structure inspections to assure compliance with plans, specifications, and applicable standards. Performs complex survey and inspection calculations to translate raw data into information for the design and construction of Public Works projects, determines quantity measurements, angles, elevations, average, locations, and other data related to assignments. Performs or oversees material, compaction, and analysis testing.
- Assists with the location and construction layout of all road and bridge projects, including preliminary survey, construction staking, slope staking, blue topping, property lines, section corners, reference points, and

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benchmarks. Operates optical and electronic survey instruments as necessary and assures accuracy and completeness of field activities and notes.

- Schedules, and directs the work of survey and inspection crews; advising, assisting, and training personnel as needed.
- Manages and updates County road log system files, and coordinates County-wide address system. Conducts various studies to identify needed construction products, updates annual changes and improvements to roadways, and provides information to assist in obtaining funds for road projects and for the purposes of annual gas tax allocation to the County.

ENGINEERING TECH I, II, and III

- Performs design and drafting work, utilizing manual and CAD computer methods, writing specifications and special contract provisions, reviewing and/or preparing plans, maps and drawings, and preparing data for processing.
- Responds to inquiries, complaints, or requests for information regarding area of assignment from other departments, agencies, and the general public. Provides information and resolves concerns regarding County engineering requirements and processes within scope of knowledge and authority.
- Pursues self-development and continuing personal development of skills and knowledge by attending ongoing educational workshops, reviewing professional publications, and establishing personal networks.

KNOWLEDGE, SKILLS, AND ABILITIES

- Proficient knowledge of modern principles, methods, and practices in transportation services, road and drainage systems, engineering, and development of infrastructure facilities and capital projects. *(General knowledge required for Engineering Tech I)*
- Proficient knowledge of Franklin County business acumen and the application and interpretation of Franklin County policies and procedures and federal, state, and local rules, laws, regulations, legislation, codes, and ordinances as they relate to area(s) of assignment according to division, department, and County standard practices. *(General knowledge required for Engineering Tech I)*
- Proficient knowledge of principles, practices, and techniques and related tools, equipment, and technology as they relate to area(s) of assignment. *(General knowledge required for Engineering Tech I)*
- Proficient skills in proactive troubleshooting, decision making, and resolving issues or problems by analyzing problems, identifying alternative solutions, interpreting compliance documentation, projecting consequences of proposed actions, and implementing recommendations in support of goals. *(General skills required for Engineering Tech I)*
- Proficient time management and mental and physical organization skills that support the ability to focus, have clarity, and use strategy to fulfill a variety of tasks successfully. *(General skills required for Engineering Tech I)*
- Proficient computer skills in Word, Outlook, and the ability to learn and develop proficient skills in the current Countywide resource planning, public works accounting and resource management software, engineering PDF, and in GIS software. Expert computer skills in Excel and the internet for research. *(General skills required for Engineering Tech I)*
- Ability to exercise a high degree of independent judgment and discretion and maintain the confidentiality of sensitive and/or confidential information.
- Ability to write and speak clearly and concisely and to express ideas and recommendations effectively orally and in writing.
- Ability and willingness to establish and maintain communication and working relationships with peers, representatives from other agencies, vendors, public officials, and the general public using courtesy, tact, and good judgment.

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- Ability to effectively present information, findings, proposals, training, or other information to a variety of audiences by clearly articulating, engaging the audience, assessing the needs of the audience, and using appropriate materials to help audience understand the message.
- Ability to identify and take advantage of opportunities, organize and prioritize several ongoing and frequently changing assignments to meet deadlines, and communicate changes and progress to staff, remaining calm during emergency situations.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Work may be performed in the following environmental conditions:
 - constantly: in an office environment,
 - occasionally: outside in various weather conditions, near moving mechanical parts, around fumes or airborne particles, near grease, oil, vibration, water, dirt, dust, and shavings.
- The noise level in the work environment is usually quiet to moderate, a typical office environment and occasionally loud when on active construction project sites.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The person in this position must be able to

- spend the following amount of time in an activity:
 - constantly: sitting for extended periods of time, talk or hear, and use hands and/or fingers to handle, feel, or operate equipment or tools, and
 - occasionally: stand or walk for extended periods of time and reach with hands and arms.
- carry or transport up to 25 pounds occasionally.
- have peripheral vision, depth perception, the ability to adjust focus, and have close vision (1-20 inches) and distance vision (20 feet or more).

QUALIFICATIONS

REQUIRED EDUCATION AND EXPERIENCE

- High School Diploma, or G.E.D.
- Vocational or technical coursework in Civil Engineering.
- Two years of drafting, surveying, inspection, GIS, or other related work experience.
- Associate Degree in Civil Engineering, GIS, or related field. (*Engineering Tech II and III*)
- Two years of drafting, surveying, inspection, GIS or other related work experience.
- Five years progressively responsible drafting, surveying, inspection, or other related work. (*Engineering Tech III*)
- One year of supervisory or lead experience. (*Engineering Tech III*)

OR

- Any combination of education and experience which would provide the applicant with the desired knowledge, skills, and abilities required to perform the job.

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PREFERRED EDUCATION AND EXPERIENCE

- Bachelor's Degree in Civil Engineering, GIS or related field. (*Engineering Tech III*)

LICENSES, CERTIFICATES, AND OTHER QUALIFICATIONS

- Employment at Franklin County is contingent upon the results of a background check and eligibility for coverage by the County's liability insurance carrier. Depending upon the position, background checks may include personal and professional references, social security verification, education and professional licensing verification, financial history, and criminal history.
- Valid driver's license, if driving a vehicle for County business.

OTHER DUTIES DISCLAIMER

The statements herein describe the principal functions of this job, level of knowledge and skills typically required, scope of responsibility, work requirements and working conditions, but are not all-inclusive. Individuals may perform other duties and Franklin County, Washington reserves the right to modify, add or remove duties, and assign other duties as necessary, including work in other functional areas to cover absences or relief, to equalize peak work

Refer to Franklin County Website for complete job posting and application instructions.

*APPLICANTS MAY PICK UP AND RETURN THE APPLICATION TO:
Franklin County Human Resources • 1016 N.4th Avenue, A101 • Pasco, WA 99301 • 509-546-5813*

OR DOWNLOAD FROM THE COUNTY WEBSITE AT: www.co.franklin.wa.us

E-MAIL COMPLETED APPLICATION PACKAGE TO: hr@franklincountywa.gov

Selection based on qualifications, interview, background checks and drug screening, where applicable.

FRANKLIN COUNTY IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

If you require an accommodation in the recruitment process or an alternate format of application materials, please contact the Human Resources Department at 509-546-5813.