

SENIOR ENGINEERING TECHNICIAN (CONSTRUCTION)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent performs non-professional engineering related to the construction and inspection of construction and renovation projects implemented for Westchester County, including buildings, roads, bridges, water and sewer facilities and utilities. In general, this position differs from that of the Senior Engineering Technician (Civil) in that the Senior Engineering Technician (Civil) spends significant time in the office drafting and performing computations relating to projects. Supervision is not a responsibility of this position, although incumbents may function in the role of "lead worker." Does related work as required.

EXAMPLES OF WORK: (Illustrative Only)

Monitors and inspects construction projects of small size and complexity, according to contracts issued by Westchester County, for roads, bridges, buildings, water, sewer facilities and utilities;

Assists in monitoring and inspecting construction projects of moderate to large size;

Coordinates the operations of contractors;

Insures adherence to specifications and standards by inspecting projects;

Recommends contract change orders based on field conditions and implements changes with guidance from supervisors;

Reports on construction progress;

Interprets drawings and specifications to contractors;

Prepares or supervises the preparation of monthly and final estimates;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of construction practice and theory; good knowledge of the modern methods, techniques and equipment used in construction; good knowledge of construction surveying; ability to get along well with others and deal effectively with contractors; ability to follow oral and written instructions; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; ability to effectively use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; accuracy; reliability; resourcefulness; good judgment; physical condition commensurate with the demands of the position.

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MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) high school or equivalency diploma and four years of work experience where the primary function of the position was in construction technology; or (b) completion of a two year course* in construction or engineering technology at a recognized post high school, trade or technical school and two years of experience in construction; or (c) a satisfactory equivalent combination of training and experience as defined by the limits of (a) and (b).

SUBSTITUTION: Satisfactory completion of 30 credits* in Construction Technology Engineering Technology or a related field may be substituted on a year for year basis for up to three years.

*SPECIAL NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.

West. Co.
J.C.: Competitive
DRC3

Job Class Code: C1137
Job Group: VIII