

SNOHOMISH COUNTY JOB DESCRIPTION

ENGINEERING TECHNICIAN III-DRAINAGE

Spec No. 3051

BASIC FUNCTION

To work as a member of a team within Surface Water Management to provide general technical support to a variety of design, construction, inventory, and monitoring projects. Perform office research, topographic surveying, inventory of drainage features, collecting data, drafting, and other related technical assignments.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Performs entry level surveying work such as leveling, topographical and reduction of survey notes.
2. Performs field inventory and updates data base for drainage information.
3. Assists project engineers by drafting and calculating field notes to document quantities, alignment, grade, and locations according to project plans.
4. Performs water quality and quantity monitoring in the field of project sites, and data collection, as directed.
5. Inspects public works maintenance and construction projects to insure contractor compliance with project plans, specifications and related documents; inspects job sites, performs materials tests and prepares inspection reports and project documentation.
6. Drafts sketches and drawings for use in design work.
7. Provides information and responds to inquiries from contractors, property owners, county staff and the general public regarding assigned public works projects.
8. Prepares exhibits, displays, maps and other graphic materials for presentations, layout and coordination of printing for reports, pamphlets and newsletters.

STATEMENT OF OTHER JOB DUTIES

9. May lead the work of lower classified technicians relating to assigned projects or in supervisor's absence.
10. Performs engineering technician duties as required.

MINIMUM QUALIFICATIONS

One (1) year of vocational or college courses in civil engineering technology and two (2) years of related field or office experience in civil engineering and one (1) year of which is field experience in topographic surveying; OR, any equivalent combination of education and/or

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MINIMUM QUALIFICATIONS (Continued)

experience which provides the skills, knowledge and ability necessary to perform the work. Must pass job related tests.

SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required for employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- principles and practices of engineering and surveying
- principles, practices, techniques and instruments related to area of assignment
- mathematics, algebra, geometry, and trigonometry
- principles and practices of engineering drafting

Ability to:

- work on and complete a variety of engineering assignments (multi-task orientation)
- interpret engineering plans and specifications
- use and maintain instruments and equipment used in area of assignment
- work independently and organize workload
- lead, train, and review the work of other employees
- perform detailed work to a high level of accuracy
- creatively solve problems and implement solutions to a multitude of issues
- provide superior customer service to the public and to other staff members
- communicate effectively both orally and through written reports

SUPERVISION

The work is assigned, scheduled, and supervised by a technical or professional supervisor who reviews results to insure adherence to instructions and conformance with established departmental and engineering standards.

WORKING CONDITIONS

Work is performed in the office or in the field in varying weather conditions. Physical hazard from traffic, streams/creeks and construction equipment at the work site may be present. Physical exertion may be required to lift equipment in excess of fifty (50) pounds.

Snohomish County is an Equal Employment Opportunity (EEO) employer. Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

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Class Established: March 1993

Previous Spec No. 420452

Revised: March 1998

EEO Category: 3 - Technicians

Pay Grade: 237 - Classified Pay Plan

Workers Comp: 1501 Hazardous