

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **ENGINEERING TECHNICIAN SENIOR, LEAD**

Spec No. 3064

### **BASIC FUNCTION**

To perform advanced technical engineering duties on large, complex projects such as corridor construction, coordination with multiple agencies, multiple permits, and/or multiple property impacts requiring a broad knowledge of a functional area of engineering such as construction inspection, or land surveying while providing lead responsibilities and coordination to technical staff.

### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Directs and provides technical support of a complex nature to four (4) or more highly technical survey employees or leads two (2) or more technical support staff with direction and coordination to four (4) or more related construction engineering support groups.
2. Oversees project construction to assure work is performed in accordance with plans and specifications; monitors and coordinates construction-engineering activities, maintains field records, prepares progress estimates and change orders, develops budget projections and directs field technical personnel.
3. Conducts or directs the preparation of studies and preliminary field surveys in preparation for design and construction of public works facilities such as roadways, bridges, solid waste sites, or drainage improvements.
4. Designs, develops, and manages a public works information system to categorize survey control documentation in Snohomish County, including the Global Positioning System program and electronic data collected in the field that is produced into computer mapping.
5. Technical support to clients requesting design and constructability reviews, survey and mapping to maintain quality control, including planning and organizing complex construction and mapping projects.
6. Assigns and evaluates the work of subordinate employees as required; advises, assists and trains subordinates as necessary; participates in the selection of new employees, and makes recommendations regarding the hiring of subordinate employees.
7. Schedules and directs the work of two (2) or more survey crews providing design and staking information for location and design of construction projects and boundary surveys for right-of-way and construction locations.
8. Prepare requests for proposals, monitor budgets, and coordinate with surveyor consultants; provides technical and professional expertise and monitor compliance with county survey procedures and technical standards for surveying consultants.

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### STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

9. Directs the site inspections of construction work to verify quality of installations and coordinate timely and quality completion for acceptance; monitors contractor progress and schedules quality assurance tests and materials approvals.
10. Researches, analyzes and resolves engineering problems on county construction projects.

### STATEMENT OF OTHER JOB DUTIES

11. Prepares and reviews technical reports related to engineering assignments.
12. Performs other duties as assigned.

### MINIMUM QUALIFICATIONS

Graduation from a two (2) year accredited program in civil engineering, construction management, surveying or related field; AND four (4) years of field or office experience in civil engineering, construction management, surveying or related field; OR, any equivalent combination of education and/or experience which provides the skills, knowledge and ability necessary to perform the work. Must pass job related tests.

### SPECIAL REQUIREMENTS

Technical certification or license may be required for some positions.

A valid Washington State Driver's License is required.

### KNOWLEDGE AND ABILITIES

Knowledge of:

- principles, practices and techniques of technical engineering related to area of assignment
- federal, state and local laws, rules and regulations related to area of assignment
- the principles and practices of planning, organizing and supervising
- the literature, trends and developments in the area of specialty
- the principles and practices of contract negotiation and administration

Ability to:

- plan and coordinate drafting, inspection for surveying consultants, or other technical engineering programs
- lead or supervise the work of subordinate employees
- develop work plans and schedules

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### KNOWLEDGE AND ABILITIES (Continued)

- allocate and make effective use of available resources

Ability to:

- assess the relative advantages and disadvantages of alternative courses of action
- gather, analyze, synthesize and evaluate a variety of data including statistical data
- read, interpret and apply federal, state and local laws, rules and regulations governing area of assignment; analyze and evaluate operations and take effective action to correct deficiencies and resolve problems
- establish and maintain effective working relationships with elected officials, department heads, associates, subordinates, representatives of other agencies and with the general public
- communicate effectively, both orally and in writing
- prepare a variety of correspondence, reports, and other written materials and documents

### PHYSICAL REQUIREMENT

Physical exertion may be required to lift equipment in excess of fifty (50) pounds.

### SUPERVISION

Employees report to a professional supervisor as assigned. The work requires independent judgment and discretion in developing work unit goals and objectives. The work is reviewed through meetings and periodic status reports, and by evaluation of results obtained.

### WORKING CONDITIONS

Work is performed in an office environment or in the field in varying weather conditions with frequent field trips to locations throughout the county to make site visits, attends meetings, or coordinate work activities. Physical hazard from traffic and construction equipment at the work site may be present. Meetings or project requirements may involve working evenings, weekends, or holidays as necessary.

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

[EEO policy and ADA notice](#)

Class Established: October 1995

Previous Spec No. 420397

Revised: November 1998, June 2000, July 2006, January 2019

EEO Category: 3 - Technicians

Pay Grade: 242 - Classified Pay Plan

Workers Comp: 1501 Hazardous