GILA COUNTY HUMAN RESOURCES

JOB ANNOUNCEMENT

1400 E. ASH STREET, GLOBE, AZ 85501

POSTED: AUGUST 1, 2012
REVISED: APRIL 22, 2013
CLOSING DATE: MAY 6, 2013

DEPARTMENT: **Public Works Engineering** **POSITION:** **Engineering Technician Sr.**

LOCATION: **Globe/Payson** **JOB CODE:** **12-071**

ANNUAL SALARY: **$39,104.00-$58,032.00 DOE**

NATURE OF WORK

Performs responsible paraprofessional office and field work in support of County engineering activities including surveying, drafting, traffic safety, field inspections, permit issuance, flood assessment and determination.

DUTIES AND RESPONSIBILITIES:

- Provides assistance with and/or conducts surveying activities for assigned area in relation to right-of-way, construction and roading; sets up equipment to make field measurements; may reduce field notes and makes related office computations.
- Performs a variety of computer-aided and manual drafting tasks to update and maintain County base maps and zoning maps; reviews County base maps for accuracy and completeness; creates topographic maps for civil design projects.
- Conducts photogram try for civil design and floodplain management; collects on-site photos and survey data; provides survey input in relation to slope, elevation and cross-section.
- Conducts engineering analysis and assessment for projects within assigned work area; performs mathematical calculations from collected field data and existing recorded data.
- Inspects road construction, utility placement and/or private property to monitor for compliance with Local, State and Federal standards. Inspects public works construction and County infrastructure such as roads, bridges and related projects performed by private contractors and County crews.
- Researches and evaluates flooding and erosion issues prior to issuing Floodplain use permit; conducts field inspections to determine and evaluate folding and erosion issues; install, monitor and maintain floodplain gauging and transmitting equipment for County Flood Warning Alert Systems.
- May investigate citizen complaints and/or violations pertaining to area of assignment; prepares related reports and documentation; provides information to the public and other governmental agencies associated with County procedures and regulations, which require the interpretation of policies and procedures, related to plan requirements, property ownership and facility locations.
- May review 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; reviews deeds, easements, records, documents and other survey data pertinent to a mapping or survey analysis project.
- Reviews and issues relevant permits; provides assistance with obtaining necessary permits from governmental agencies.
- Installs, tests, maintains and operates assigned engineering equipment and systems.
- May manufacture regulatory, warning, guidance and delineation road signs; install signage along roadways in compliance with Manual on Uniform Traffic Control Device requirements.
- May replace, re-install and repair signage that is no longer functional to moving traffic including signs that have been damaged by moving traffic and vandalism.
- May establish traffic work zone areas to provide a safe work area for County road crews; paint stripes and lines on roads to control traffic at crosswalks, intersections, school zones and County parking lots.
- May provide emergency traffic control assistance including closing and/or barricading roads and bridges due to floods, fire, snow and ice; assists with preventing public access to unsafe roadways.
- May install electronic equipment to monitor rain totals; installs flow gauges and pressure transducers to monitor stream flow and velocity.

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WORKING ENVIRONMENT:

Work is performed in both standard and external environments with exposure to inclement weather; may be exposed to frequent bending, kneeling and lifting; may need to navigate through rough terrain; may be exposed to wildlife, domestic animals, reptiles, and/or insects; may be subject to walking, hiking, standing, sitting and driving; may be required to lift/carry up to 50 pounds; may be exposed to unsanitary conditions, fumes, moving mechanical parts, toxic or caustic chemicals; the noise level in the work environment is usually loud. Employees may be called out to work off-shift in emergency situations.

EMPLOYMENT STANDARDS:

Registration as a Professional Land Surveyor in good standing with the State of Arizona; possession of a valid Arizona Driver's License; Drafting Software (ACAD) experience; Trimble Geomatics Office (TGO) experience.

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KNOWLEDGE, SKILLS & ABILITIES REQUIRED:

Knowledge of: Surveying theory, principles and practices; applicable laws, codes and regulations, including those concerning land development, easements, and boundaries; Arizona boundary survey minimum standards; legal descriptions, maps, plats and records of survey; construction methods and practices; management principles and practices.

Ability to: Ability to oversee and direct survey projects, activities and personnel; perform a full range of surveying functions; utilize survey equipment and tools; utilize computer aided drafting and/or survey software;

accurately perform mathematical calculations from survey data; read and interpret construction plans, maps and drawings; coordinate with relevant parties and personnel in relation to surveying activities; communicate effectively orally and in writing; perform research for pertinent survey related documents; work independently with little to no supervision; use tact, discretion and prudence in dealing with those contacted in the course of the work; exhibit organizational skills; able to use e-mail and internet; ability to effectively work with others.

Skills in: Providing a full range of engineering assistance and performing duties and functions specific to area of assignment.

NOTICE: APPLICANTS MAY BE REQUIRED TO FURNISH, AT THEIR OWN EXPENSE, DOCUMENTARY PROOF OF EDUCATIONS, CERTIFICATION, REGISTRATION, LICENSE OR ANY OTHER PROOF OF COMPETENCY AS REQUIRED IN THE OFFICIAL CLASSIFICATION DESCRIPTION OR ANNOUNCEMENT AND MAY BE REQUIRED TO UNDERGO PHYSICAL, PSYCHOLOGICAL AND/OR BACKGROUND INVESTIGATIONS AS A CONTINUING CONDITION OF EMPLOYMENT. FURTHER, APPLICANTS FOR POSITIONS REQUIRING OPERATION OF A COUNTY OR PERSONAL VEHICLE ON OFFICIAL BUSINESS MUST POSSESS AND MAINTAIN COUNTY OR PERSONAL VEHICLE OPERATORS LICENSE. GILA COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX, RELIGION, AGE OR DISABILITY, AND FAMILIAL STATUS IN EMPLOYMENT OR THE PROVISIONS OF SERVICE. AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER.