

ENGINEERING TECHNICIAN II

DEFINITION OF WORK

Under general supervision, this position provides technical support for assigned programs and projects administered by the Engineering & Infrastructure Department. Position oversees a diverse number and type of County construction projects involving new construction as well as renovation work including but not limited to: roofing projects, building security enhancement projects, office renovation projects, drainage projects, waterproofing projects and other special projects. Employee prepares specifications and plans for assigned projects; and provides technical support for special assignments.

EXAMPLES OF WORK

Provides project management for County construction projects; monitors progress of projects and ensures project deadlines are met; inspects work of project to ensure adherence to specifications, design, approved materials, etc.; identifies and works with contractors to resolve problems; inspects roofs of County owned buildings and identifies leaks; provides project management for County building renovations or new construction projects; assists Maintenance Department with finding solutions with maintenance of equipment, building automation system; conducts research, prepares reports, documentation and findings and/or recommendations; prepares maps, drawings and cost estimates for special assignments; coordinates ADA compliance of County structures and identifies needed modifications for compliance; inspects private streets prior to their approval into County system; and answers inquiries from the public regarding Flood Hazard activities. Position may perform related work as required.

EMPLOYMENT STANDARDS

Education and Experience:

Associate's degree in an engineering related field and three years experience in technical engineering support work; or an equivalent combination of education and experience.

Knowledge, Skills, and Abilities:

Working knowledge of the: methods, procedures and policies of Cumberland County as such pertain to the performance of the essential duties of Engineering Technician II; principles and practices of providing technical engineering support, drafting and project monitoring; laws, ordinances, standards, and regulations pertaining to the essential duties and responsibilities of the position; organization of the department, and of related departments and agencies; occupational hazards and safety precautions required to perform the essential functions of the work; financing sources and programs available through Federal and State agencies for construction of projects and water and sewer systems; Geographical Information Software (GIS). Skilled in the use of specialized computer-driven word processing, spreadsheet and database programs. Skilled in organizing workflow and coordinating activities. Ability to establish and maintain cooperative and effective working relationships; and to develop, implement, monitor, evaluate and modify policies and procedures.

SPECIAL REQUIREMENTS

Work requires proficiency in drafting techniques including the use of AutoCAD software and GIS, also a working knowledge of standard surveying practice and note taking. Should have experience in field inspection of construction techniques and materials.

Some positions within classification may require a valid North Carolina driver's license. Background check with local law enforcement agency required. Condition of Employment: Each applicant who is tendered an offer for employment for any position with Cumberland County shall be tested for the use of drugs specified in the county policy. Refusal to submit to testing or a confirmed positive test shall be basis for withdrawal of the conditional employment offer.

ADA REQUIREMENTS

Most work is performed in an office environment and/or on construction sites, as required for the position or task at hand. Some tasks may risk exposure to dust, dirt, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, traffic hazards and toxic agents.

PHYSICAL REQUIREMENTS

Tasks involve the ability to exert light to moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).