

**ORANGE COUNTY CLASS SPECIFICATION**

**TITLE:** SENIOR ENGINEERING AIDE **GRADE:** 9

**TITLE ABBREVIATION:** SR ENG AIDE **TITLE NO.:** 6625

**JURIS.CL:** C **SALARY CODE:** 01 **UNIT:**        **EEO CODE:** TE **FLSA CODE:** NE

**DEPARTMENT:** PUBLIC WORKS **DIVISION:** ENGINEERING

**SUPERVISOR'S TITLE:** JUNIOR ENGINEER

**DISTINGUISHING FEATURES OF THE CLASS:** This work involves progressively increasing levels of subprofessional engineering work including the completion of elementary engineering tasks and the use of engineering instruments on ordinary survey work. This class differs from that of Engineering Aide because of field experience and complexity of assignments related to layout of roads, computations, and design work. General instructions are given for routine tasks with specific and detailed instructions given for new duties. Does related work as required.

**TYPICAL WORK ACTIVITIES:**

Uses a transit, level, data collectors, and/or modern surveying equipment (EDM) to establish lines, grades and bench marks;

Takes, computes and plots field survey notes;

Assists in making construction estimates and calculations;

Performs asphalt, concrete, and/or other material testing as necessary;

Maintains engineering and surveying instruments in working order;

Uses computer assisted drafting (CAD) program(s) to develop drawings from rough sketches and computations;

Assists in engineering work in the field and in office involving tasks requiring technical knowledge related to an engineering function, such as work in connection with road permits, traffic control and safety, subdivisions and specifications;

Lays out roads and accomplishes other moderately complex engineering assignments.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL**

**CHARACTERISTICS:** Good knowledge of basic arithmetic, good knowledge of engineering survey and inspection practices, skill in the use of drafting and surveying instruments, ability to use mathematical tables, ability to read, interpret and lay out engineering drawings and specifications; ability to prepare clear and accurate technical reports; ability to understand and follow written and oral directions, mental alertness; accuracy, initiative, physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:**

- (A) Possession of an Associate's Degree in Engineering, Architecture, or related field of study; OR
- (B) Completion of sixty (60) credit hours with at least thirty (30) credit hours in engineering, mathematics, science, surveying, architecture, or related field of study: OR
- (C) Graduation from high school, or possession of a high school equivalency diploma, and two (2) years of work experience in the field of engineering, land surveying, architecture, and/or construction; OR
- (D) An equivalent combination of the training and experience as defined in (B) and (C) above; OR
- (E) Possession of Certification Level 1, related to civil engineering technology, from the National Institute for Certification in Engineering Technologies (NICET).

**SPECIAL REQUIREMENT:** Must possess and maintain a valid driver's license.

**Note:** Your degree or credits must have been awarded by a college or university accredited by a regional, national, or specialized agency recognized as an accrediting agency by the U.S. Department of Education/U.S. Secretary of Education. If your degree or credits were awarded by an educational institution outside the United States and its territories, you must provide independent verification of equivalency. A list of acceptable companies who provide this service can be found on the Internet at <http://www.cs.ny.gov/jobseeker/degrees.cfm>. You must pay the required evaluation fee.

REVISED: 2/10/2023 AT