

CLASS SPECIFICATION
County of Fairfax, Virginia

CLASS CODE: 5118 **TITLE:** ENGINEERING TECHNICIAN II **GRADE:** S-18

DEFINITION:

Under limited supervision, performs complex and technical engineering support assignments in the field, office, or laboratory; and performs related work as required.

DISTINGUISHING CHARACTERISTICS OF THE CLASS:

This class is distinguished from the Engineering Technician I in that the technical work is more complex and typically involves analyzing plans, performing complex calculations, and operating specialized engineering equipment; may supervise subordinates.

ILLUSTRATIVE DUTIES:

Performs the more complex and technical assignments involving the application of engineering skills and techniques;
Assists in assigning and reviewing the work of subordinates;
Provides technical assistance in the installation, operation, maintenance, and/or monitoring of various components, equipment, or test apparatus;
Prepares preliminary engineering work, including check sheets, plats, etc.;
Interprets and drafts maps and plans;
Performs varied and difficult technical work in gathering and analyzing data and formulating reports;
Participates in specification development;
Maintains files for plans and specifications;
Makes computations to determine coordinates, land areas, pipe capacity, construction costs, etc.;
Uses calculating devices;
Monitors the flow of permit applications;
Researches and evaluates new equipment for potential application;
Prepares documents required for contract negotiation and reviews negotiated contracts for compliance with all terms;
Conducts bid openings;
Designs simple structures;
Develops program quantity and cost estimates;
Responds to inquiries and complaints from citizens;
Maintains supplies;
Performs the more difficult physical or chemical tests and analysis;
Executes specialized inspections.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Considerable knowledge of the principles and practices of the appropriate field of engineering work;
Working knowledge of mathematics, engineering formulas, and techniques relative to the area of specialization;
Considerable knowledge of applicable County, State and Federal laws, codes, and regulations;
Considerable knowledge of the program area of involvement;
Working knowledge of construction, maintenance, and inspection methods as applied to sewer and street work;
Ability to handle inquiries and complaints;
Ability to understand and interpret legal descriptions, engineering plans, maps and field data;
Ability to conduct research and evaluate data;
Ability to train and supervise subordinates;
Ability to use drafting instruments including delineation and Leroy lettering;
Ability to check and review plans for conformance to ordinances and other standards;
Ability to prepare accurate quantity and cost estimates;
Ability to operate computational equipment;
Ability to accurately compute final quantities on contracts;
Ability to maintain effective relationships with fellow employees and the public;
Ability to prepare clear, concise, and well-documented technical reports;
Ability to apply basic engineering principles to the solution of problems.

EMPLOYMENT STANDARDS:

Any combination of education, experience, and training equivalent to:
High school graduation or a G.E.D. issued by a state department of education; PLUS
Three years of para-professional engineering support work as defined by the area to which assigned.

CERTIFICATES AND LICENSES REQUIRED:

Possession of a valid Storm Water Management Project Inspector certification within 18 months of appointment is required for certain position as identified to the Department of Human Resources.

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NECESSARY SPECIAL REQUIREMENTS:

Certain positions in the Department of Public Works and Environmental Services, as identified to the Department of Human Resources, must successfully complete Confined Space Training, as prescribed by OSHA 29CFR 1910.146, within six months of appointment.

REVISED CERT:	December 19, 2013
REVISED:	February 1, 2011
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