

Jurisdictional Class: Competitive  
Adopted: July 3, 1991  
Revised: July 20, 2023

## **ENGINEERING TECHNICIAN**

**DISTINGUISHING FEATURES OF THE CLASS:** This is responsible technical work involving assigned duties in field survey parties and inspectional duties on construction projects, including construction work with roadways, bridges, excavations, embankments, and drainage structures, with difficulty of assignments gradually increasing as proficiency is acquired. General instruction received from immediate supervisor with leeway for independent judgement within established guidelines and policies. Supervision may be exercised over subordinate employees. The incumbent does related work as required.

### **TYPICAL WORK ACTIVITIES:** (Illustrative only)

Conducts surveys in order to obtain information on routes for power lines, water/sewer/storm distribution lines and roadwork;  
Draws maps from surveying notes for company records and performs some drafting work;  
Inspects work area for conditions that might effect construction;  
Draws up work orders;  
Inspects construction site when completed;  
Surveys distribution lines, street lighting, and traffic lighting systems for possible repair needs;  
Keeps daily inventory of materials;  
Secures right-of-way permits for installation of utility equipment;  
Maintains engineering and surveying instruments in working order;  
Maintains utility equipment and infrastructure drawings and files;  
Maintains transmission, distribution, street lighting, and mapping systems;  
Maintains a variety of utility and infrastructure records;  
Prepares utility, equipment and infrastructure contracts and proposals;  
Works with various computer systems to perform duties (mapping systems, CADS systems, computer networks, GIS systems, etc.);  
Works with word processing, database, and spreadsheet programs.

### **FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES & PERSONAL CHARACTERISTICS:**

Good knowledge of engineering field and survey work;  
Good knowledge of drafting and mathematics;  
Good knowledge of policies and materials used in electrical power plant, substations, transmission and distribution systems;  
Good knowledge of design, construction, operation, and maintenance of electrical power plant, substations, transmission and distribution line procedures;  
Good knowledge of materials and equipment used in the repair of various types of public works projects;  
Good knowledge of computers as it relates to mapping systems, CADS systems, computer networks, GIS systems, and other related systems;  
Ability to keep records and make reports;  
Manual skill and mechanical aptitude;  
Accuracy.

## Engineering Technician

### **MINIMUM QUALIFICATIONS:** Either:

- (a) Graduation from a New York State registered or regionally accredited college or university with a Bachelor's Degree in engineering science, civil or architectural engineering technology, land surveying or related field; and one (1) year of experience in assisting in electrical, civil or mechanical engineering or land surveying which shall have included the use of various computer systems; or
- (b) Graduation from a New York State registered or regionally accredited college or university or technical institute with an Associate's Degree in engineering science or civil or architectural engineering technology, land surveying or related field; and three (3) years of experience in assisting in electrical, civil, or mechanical engineering or land surveying which shall have included the use of various computer systems; or
- (c) Graduation from high school or possession of a high school equivalency diploma and five (5) years of experience in assisting in electrical, civil, or mechanical engineering or land surveying which shall have included the use of various computer systems; or
- (d) An equivalent combination of training and experience as defined by the limits of (a), (b), and (c) above.

**SPECIAL REQUIREMENTS:** Eligibility for an appropriate New York State Driver's License at time of application. Possession of license at time of appointment.

**NOTE:** Your degree 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 was 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.