

**JOB DESCRIPTION
CITY OF SPRINGFIELD**

**HUMAN RESOURCES DEPARTMENT
EMPLOYMENT AND
COMPENSATION DIVISION**

Job Title Engineering Technician I
Sch & Grade PAT-4
Class Code CD01
FLSA Status Non-Exempt
Bargain Unit Elig. AFSCME
Occupational Group Engineering

PRIMARY PURPOSE:

To conduct preliminary and construction surveys on a variety of public works projects.

SUPERVISION:

Under the immediate supervision of the Survey Party Chief.

DESCRIPTION OF WORK:

ESSENTIAL FUNCTIONS:

1. Measures horizontal distances and vertical elevations utilizing both conventional (transits and levels) and electronic survey equipment.
2. Participates in preliminary and construction surveys on street, sewer, and right-of-way projects.
3. Utilizes necessary equipment and supplies, including a variety of hand and power tools, associated with survey work.
4. Reads and interprets blueprints, plans, written instructions, field notes, etc.
5. Drives vehicles to different work sites as required.
6. Utilizes appropriate safety equipment and procedures.
7. Operates hand held and vehicle mounted two-way radios.

IMPORTANT FUNCTIONS:

1. Maintains equipment and tools through proper care and maintenance.
2. Utilizes mathematics as it relates to survey calculations.

Performs related work as required.

QUALIFICATIONS REQUIRED:

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

Knowledge

Basic principles, procedures, and terminology associated with survey work.

Abilities

Work in a supervised situation as a member of a survey crew; operate a variety of tools and equipment such as range poles, level rods, tapes, hammers, etc.; follow oral and written instructions; communicate effectively verbally; deal effectively and courteously with associates and the general public; read and interpret blueprints, plans, field notes, etc.; effectively welcome and embrace differences among employees and citizens; perform effectively as a member of a team in carrying out the City's stated mission and philosophy; perform the essential function of the job without posing a direct threat to the health and safety of others.

Experience, Education, and Training

Six months of education, vocational-technical training, or experience dealing with surveying, engineering technology, or related survey work.

Physical Requirements

Performs bending, squatting, kneeling, walking, and reaching from ground level to six feet in height; must be able to lift, carry, push, and pull up to 50 pounds; holds and grips objects; may be required to stand for long periods of time.

Working Environment

Primarily outdoors with exposure to extreme weather conditions as well as dust and pollen; may be exposed to extreme noise and working in cramped spaces; subject to mechanical hazards associated with construction projects; susceptible to other safety hazards associated with working in and around traffic.

Licensing/Certification

Must possess a valid Missouri Motor Vehicle Operator's License.

Miscellaneous Requirements

None required.

Last Revision:	February 9, 2012	GENERAL ORDINANCE NO. 3391
Comments:	Updated Abilities	Date: February, 1983

I have read the foregoing job description in its entirety and understand its contents. I can perform the essential functions outlined with or without reasonable accommodation under the Americans with Disabilities Act.	
Signed: _____	Date: _____