

SNOHOMISH COUNTY JOB DESCRIPTION

ENGINEERING TECHNICIAN IV - CONSTRUCTION

Spec No. 3058

BASIC FUNCTION

Performs project construction engineering and inspection to assure conformance with plans and specifications and completes project documentation, construction surveying, and related technical engineering assignments.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Serves as project construction engineer on smaller, less complex construction projects, or assists higher responsibility level project construction managers by managing entire features of larger projects.
2. Responds to inquiries for information on assigned public works projects.
3. Monitors construction contractor's progress and prepares records and reports to document and track project costs, schedules, quality assurance tests and materials approvals.
4. Coordinates materials testing with lab and/or performs materials tests for soils, asphalt, concrete and other including identification and chain of custody documentation. Inspects concrete and asphalt plants prior to materials use.
5. Operates transit and level while performing layout and construction surveying including vertical and horizontal location of project features including slope staking, topographic and location survey for field design changes, as-built location and confirmation of other survey on critical features.
6. Prepares inspection reports and project documentation for pay quantities and estimates, quality assurance, and claims avoidance including field notes by drafting and calculating quantities, alignment, grade and locations according to contract documents.
7. Assists with change order negotiation and prepares documentation; prepares project correspondence and coordinates field design changes.
8. Identifies construction problems, determines alternatives, and presents recommendations to project supervisor for resolution.
9. Provides technical support to engineers for design of road, bridge, surface water and solid waste projects including drafting of plans, layouts and location, calculation sheets for design and right-of-way acquisition, quantity take off and estimates, design details, specifications and contract document packages.
10. Coordinates and reviews the work of other engineering staff as it relates to assigned construction projects; and provides training in related work as required.

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STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

11. Advises engineering, developers, contractors, surveyors and the general public of project requirements.

STATEMENT OF OTHER JOB DUTIES

12. Performs related duties as required.

MINIMUM QUALIFICATIONS

Graduation from a two (2) year accredited program in civil engineering, engineering technology or related field; AND two (2) years of experience in civil engineering, construction management, construction inspection or related field; OR, a four (4) year degree in civil engineering, construction management or related field; OR, any equivalent combination of education and experience which provides the knowledge and abilities necessary to perform the work. Must pass job related tests.

SPECIAL REQUIREMENTS

A valid Washington State Driver's License is required for employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- effective communication skills including styles, listening, negotiating and decision making in interpersonal and team situations
- word processing software, spreadsheets and databases
- principles and practices of engineering, construction and surveying
- mathematics, algebra, geometry, and trigonometry; codes, regulations and applicable construction standards
- current literature, trends, materials and issues in construction

Ability to:

- communicate effectively orally and in writing with, and be clearly understood in English by the construction group's client group of engineers, contractors, developers, the general public, and county staff members
- understand and interpret engineering plans and specifications
- independently perform detailed drafting, surveying, inspection or related technical engineering assignments

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KNOWLEDGE AND ABILITIES (Continued)

Ability to:

- demonstrated and use engineering and interpersonal judgment commensurate with the work assigned within the responsibility level of this specification
- uses and maintain instruments and equipment used in area of assignment including drafting, programmable calculator, computer, transit, level, rod chain, etc.
- type accurately
- operate standard office equipment
- organize workload and work both independently and in a team environment;
- prepare clear and concise written reports
- lead, train, and review the work of other employees
- prepare complex technical calculations necessary for design and review of construction projects
- work effectively as a team member

PHYSICAL REQUIREMENT

Physical exertion required to lift equipment in excess of fifty (50) pounds.

SUPERVISION

Employees report to a technical or professional supervisor as assigned. Employee may serve as a lead worker and be responsible for coordinating the work of other employees. Work is performed independently or as a member of a team. Work is reviewed in progress or upon completion for accuracy and adherence to division engineering standards.

WORKING CONDITIONS

Work is performed in the office or in the field in varying weather conditions. Physical hazard from traffic, and construction equipment at the work site may be present.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: February 1993
Revised: April 2007, December 2018
EEO Category: 3 - Technicians
Pay Grade: 238 - Classified Pay Plan
Workers Comp: 1501 Hazardous

Previous Spec No. 420421