

# **SNOHOMISH COUNTY JOB DESCRIPTION**

## **ENGINEERING TECHNICIAN IV-DESIGN**

Spec No. 3059

### **BASIC FUNCTION**

Lead Engineering Technician that works in an engineering design team, utilizing a CADD station for journey level drafting, entry level design and technical calculations for design reports, right-of-way plans, and construction plans for Public Works road and other civil engineering Public Works projects.

### **STATEMENT OF ESSENTIAL JOB DUTIES**

1. Utilizes CADD station for journey level drafting and technical design calculations for design reports, right-of-way plans, constructions plans for road, and other civil engineering Public Works projects.
2. Performs preliminary designs and layouts for portions of projects.
3. Provides civil engineering technical information and recommendations regarding road and other civil engineering projects, through scoping meetings and plan reviews.
4. Performs technical report writing.
5. Exhibit preparation.

### **STATEMENT OF OTHER JOB DUTIES**

6. Performs related duties as required.

### **MINIMUM QUALIFICATIONS**

Graduation from a two-year vocational or college accredited course in civil/structural engineering technology and two (2) years CADD experience in preparation of road and other civil engineering plans and related technical drawings; OR, three (3) years CADD experience in preparation of road and bridge plans and related technical drawings. Must pass job related tests.

### **SPECIAL REQUIREMENTS**

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

Two thousand (2,000) minimum hours using AutoCAD drafting and two thousand (2,000) minimum hours using civil design software (or equivalent) is required.

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### KNOWLEDGE AND ABILITIES

Knowledge of:

- geometry, algebra and trigonometry
- engineering principles and practices
- reading and interpreting engineering plans and specification
- "journey level" civil/structural drafting and related calculations
- CADD station as a drafting/design tool
- creating clear concise graphic displays and exhibits for meeting and reports
- development and compliance with standards and guidelines

Ability to:

- communicate effectively
- look at issues, gather facts, and present options
- adapt to changing priorities and technology
- be personally motivated to perform quality work
- work as a vital team member and serve as lead technician, responsible at times for coordination the work of other employees
- contribute creative and innovative ideas to solve problems and meet goals
- provide consistent and accurate technical support to a variety of individuals and groups
- prepare clear and concise written reports

### SUPERVISION

Employees report to a technical or professional supervisor as assigned. Employee serves as a lead worker and is responsible for coordinating the work of other employees. Work is performed independently or as a member of 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: April 1995  
Previous Spec No. 420454  
Revised: July 1999  
EEO Code: 3 - Technicians  
Pay Grade: 238 - Classified Pay Plan

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Workers Comp: 1501 Hazardous