

SNOHOMISH COUNTY JOB DESCRIPTION

TRANSPORTATION TECHNICIAN

Spec No. 3168

BASIC FUNCTION

To perform a variety of support activities and advanced technical engineering duties for planning and engineering analysis of transportation-related projects.

STATEMENT OF ESSENTIAL JOB DUTIES

1. Assists transportation specialists in researching various transportation related projects and programs; conducts field investigations.
2. Performs complex computer database and spreadsheet development and maintenance on assigned projects; maintains computer files for transportation related projects and programs.
3. Prepares maps and exhibits utilizing the Geographical Information System (GIS) for various transportation related projects and programs.
4. Tracks reviews, processes, analyze and adjusts data collected from a variety of sources for various transportation related projects and programs.
5. Compiles data, formulates and recommends alternative options, and prepares reports on assigned projects.
6. Answers questions and provides technical assistance and information to county employees and the general public concerning a variety of programs and issues.
7. Assists in implementing approved transportation related projects and programs.

STATEMENT OF OTHER JOB DUTIES

8. May serve as support to transportation specialists who serve on various technical advisory committees, commissions and other groups.
9. Performs related duties as required.

MINIMUM QUALIFICATIONS

Graduation from a two-year accredited program in engineering technology, science, math, or applied technology; AND two (2) years of technically related field or office experience; OR, any equivalent combination of education and experience which provides the skills, knowledge and ability necessary to perform the work. Must pass job related tests.

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SPECIAL REQUIREMENTS

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

KNOWLEDGE AND ABILITIES

Knowledge of:

- principles and practices of engineering and surveying
- mathematics, algebra, geometry and trigonometry
- principles and practices of personal computer usage especially in the areas of spreadsheets and database creation, management, and report preparation
- research and data collection techniques

Ability to:

- interpret engineering plans, charts, graphs, and maps
- use personal computers and a variety of technical software
- work independently and organize workload
- work accurately and complete tasks associated with large detailed projects
- take initiative and be innovative in the performance of job duties
- communicate effectively with engineers, staff members and the general public
- prepare clear and concise spreadsheet and database reports

SUPERVISION

Work is assigned, scheduled, and supervised by a technical or professional supervisor who reviews results to ensure adherence to instructions and conformance with established departmental and engineering standards.

WORKING CONDITIONS

Work is performed in the office or in the field in varying weather conditions. Office work will involve heavy use of a personal computer. Field work may include physical hazards from traffic at the work sites.

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

[EEO policy and ADA notice](#)

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Previous Spec No. 421409

Class Established: February 1991 as R.I.D. Assistant

Revised and Retitled: November 1991 as Programs Technician

Revised and Retitled: November 1994

Revised: June 2000

EEO Category: 3 – Technicians

Pay Grade: 237 – Classified Pay Plan

Workers Comp: 1501 Hazardous