



WALLER COUNTY JOB ANNOUNCEMENT



Position Title:	ENGINEERING TECHNICIAN				
FLSA Status:	NON-EXEMPT	Min. Pay Rate	\$24.50/hr	Max. Pay Rate:	\$33.00/hr

Summary:

The Engineering Technician is responsible for assisting the County Engineer in the review of subdivision plats, plans, specifications, and cost estimates for development and road projects. Under general supervision, the Engineering Technician may perform project management duties on minor road projects and assist in GIS data collection.

Essential Functions:

1. Review plans for the construction of subdivisions, roads, and site development projects.
2. Review hydraulic and topographic surveys.
3. Review preliminary cost estimates for construction projects.
4. Review and prepare engineering plans.
5. Review subdivision plats.
6. Research and determine right-of-way areas.
7. Review floodplain development permit packages.
8. Review proposed construction designs for conformity with Federal, State, County regulations and specifications.
9. Respond to citizen inquiries and receive complaints on public work projects.
10. Prepare maps and charts for public presentations and meetings.
11. Train and communicate with other staff regarding permitting and plan review processes.
12. Performs related duties as required.

Minimum Qualifications:

1. Bachelor's Degree with course work in Engineering, GIS, or related field.
2. Must have a valid Texas driver's license.

Knowledge, Skills and Abilities:

1. Ability to read and interpret engineering plans and specifications.
2. Ability to make mathematical calculations, with a strong understanding of geometry.
3. Ability to establish grades for streets, drainage areas and sewer construction projects.
4. Knowledge of computers and familiar with CAD software.
5. Skills in Geographic Information Systems (GIS) (preferred).
6. Knowledge of engineering practices.
7. Basic understanding of project schedules, critical path and resource management.
8. Ability to communicate with diverse groups of individuals utilizing tact and diplomacy.
9. Ability to establish and maintain effective working relationships with co-workers, County employees, other agencies and the general public.

Physical Requirements:

1. Physical requirements include frequent lifting/carrying of 10-25 lbs.; visual acuity, speech and hearing; hand and eye coordination and manual dexterity necessary to operate computer keyboard. Subject to balancing, handling, walking and reaching to perform the essential functions.

Working Conditions:

1. Working conditions are primarily inside; occasional exposure to traffic, excessive dust, rough terrain, wet surfaces, overhead power lines, high noise areas, unfavorable fumes, vapors and odors.
2. Subject to being on-call during emergency weather conditions; may be required to work more than 40 hours during the work week.

Applications are available at the Road and Bridge Department, 775 Business 290, Hempstead, Texas or on the Waller County website at www.co.waller.tx.us. Waller County is an equal opportunity employer and does not discriminate based on race, color, religion, age, sex or handicap.

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Candidates whose disabilities make them unable to meet these requirements will still be considered qualified if they can perform the Essential Functions of the job with reasonable accommodation.