

SENIOR ENGINEERING AIDE

DISTINGUISHING FEATURES OF THE CLASS: This work involves supervising and participating in engineering field surveys. Duties are performed under the general supervision of the Civil Engineer according to established practices and procedures. Direct supervision is exercised over engineering aides and laborers assigned to the survey party. A Senior Engineering Aide does related work as required.

TYPICAL WORK ACTIVITIES:

- Supervises and participates in the work of survey party;
- Directs running of survey lines;
- Records field notes;
- Makes calculations necessary to layout grade stakes and curves;
- Instructs survey party in the proper use of instruments;
- Reduces field notes to usable form for plotting;
- Prepares tracing and profiles;
- Maintains files on surveys and bridge inventory records;
- Cleans brush from survey sites.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARACTERISTICS: Good knowledge of construction engineering survey practices; skill in the use of survey instruments; ability to make engineering computations and use engineering tables; ability to interpret engineering plans, charts, and drawings; ability to plan and supervise the work of others; ability to understand and carry out oral and written instructions; ability to maintain office files; manual dexterity; physical condition sufficient to perform the essential functions of the position.

MINIMUM QUALIFICATIONS: Either:

A. Graduation from a regionally accredited or New York State registered college or university with at least an Associate's degree in Construction, Civil Engineering Technology;

OR

B. Graduation from a regionally accredited or New York State registered college or institute with a diploma in Basic Engineering Science, Building Estimating and Construction Science or Civil Engineering Science and one (1) year of experience participating in engineering field surveys including the operation of survey instruments;

OR

C. Two years of experience as described in B.

NOTE: Possession of a Class V New York State Driver's License at the time of appointment.

CATTARAUGUS COUNTY CIVIL SERVICE COMMISSION

Revised: March 9, 1981