

**YAKIMA COUNTY, WASHINGTON**  
**CLASS SPECIFICATION**  
**CLASS TITLE: Engineering Technician I**

<b>BAND:</b>  ENG	<b>GRADE:</b>  2	<b>SUBGRADE:</b>  2	<b>CLASS CODE:</b>  <b>J23-8022</b>
<b>DEPARTMENT:</b>  Public Services / Yakima County Roads	<b>ACCOUNTABLE TO:</b>  VARIES	<b>JOB FAMILY</b>  ENGINEERING	<b>OVERTIME STATUS:</b>  NON-EXEMPT

**JOB SUMMARY:** The Engineering Technician I performs a variety of defined engineering support activities in one or more Public Services divisions such as traffic engineering and operations, transportation planning, survey, design / project drafting, materials testing, construction inspection and water resources.

**DISTINGUISHING CHARACTERISTICS:**

The Engineering Technician class is the first of a four (4) level engineer support classification series. The engineering support classification series is distinguished from the professional engineer classification series by the necessity of a degree and/or professional engineering certification and experience needed to perform duties. This position is designated as a training classification for the series.

<b>DUTY NO:</b>	<b>ESSENTIAL DUTIES:</b>	<b>BAND/ GRADE</b>
1.	Collects and/or compiles data for engineering studies using appropriate survey and/or other equipment and manuals including surveying land, gathering test materials, researching and/or conducting field investigations to obtain information.	B2
2.	Creates, reads and interprets a variety of graphic materials such as land use maps, drawings, blueprints, graphs, charts, notes and/or transparencies.	B2
3.	Prepares a variety of technical records and reports such as spreadsheets, graphic presentations, traffic reports and project status reports. Creates and maintains project files or logs of samples and materials tests.	B2
4.	Makes routine calculations for purposes such as design evaluation, cost estimates and determination of property value.	B2
5.	Responds to inquiries in area of assignment such as explaining county plans and their impact to property owners as part of property transfer negotiations.	B2
6.	Under the guidance of a lead, performs basic drafting and/or drawing activities for construction plans using division specific software.	B2
7.	Enters data into a variety of engineering databases and computer software programs used by each division.	A1
8.	Performs other duties as required.	

**Knowledge of: (position requirements at entry):**

- Mathematical computations;
- Basic surveying theories and principles;
- Basic engineering and construction theories and principles;
- Safety precautions;
- Maintenance procedures for equipment used;
- Customer service techniques.

**Skills (position requirements at entry):**

- Reading maps;
- Reading and interpreting blueprints, schematics and plans;
- Drafting routine plans;

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- Applying surveying techniques and practices;
- Making mathematical computations;
- Preparing technical reports and graphic presentations;
- Using computers and related software applications;
- Establishing and maintaining effective interpersonal relationships at all organizational levels and with the public;
- Communication, both oral and written, sufficient to exchange or convey information
- and to receive work direction.

**Training and Experience** (position requirements at entry):

High School Diploma/ GED and two years of applicable experience or a Computer Aided Drafting (CAD) Certificate and one year of applicable civil engineering / road / hydraulic construction experience or Associates Degree in engineering; or an equivalent combination of education and experience which provides knowledge, skills and abilities sufficient to successfully perform the essential duties of the job.

Preferred:

- Associate degree in Civil Engineering or field of study relevant to the assigned division.
- Computer Aided Drafting (CAD) Certificate or other certification relevant to area of assignment.

**Licensing Requirements** (some positions may require at entry):

- Valid WA State Driver's License and proof of insurance, if requested
- Successful completion of general employment verification
- DOT/FAA Drone Pilot

**Working Conditions:** Position may have the potential exposure to the following:

Environment: travel, field work, exposure to hostile/angry individuals, work outside of standard business hours and multiple work locations;

Physical Demands: Handling, Reaching, Sitting, Standing, Walking, Fingering, Balancing, Reclining, Hearing, Talking, Visual Activity. Depending upon assignment, incumbents may be subject to travel, exposure to hazardous materials, atmospheric conditions, intense noise, extreme temperatures and/or exposure to potentially hostile individuals.

Intellectual Demands: ability to multitask, confidentiality, ability to work under pressure, ability to articulate and communicate in conversations, ability to follow written and verbal instruction.

Light Work: Exerting up to 20 pounds of force occasionally and/or up to 10 pounds of force frequently, and/or a negligible amount of force constantly to move objects.

**Classification History:**

New Class: 01/98 Engineering Technician

Revised: 01/19 Duty Update, Title Change

Revised: 02/22

Revised: 01/23

Revised: 07/24