



Town of Ithaca Job Posting: **ENGINEERING TECHNICIAN I**

The Town is recruiting for this important technical position that provides technical support and research assistance for Public Works projects including highway, water, sewer, parks and other engineering projects. An employee in this position utilizes numerous surveying and Auto CAD skills while performing field and office duties. Assists in development, implementation, maintenance, and the monitoring of compliance with regards to Public Works projects. Work is performed under the direct supervision of the Director of Engineering, in coordination with the Water/Sewer Maintenance Supervisor, with field leadership provided by the Senior Engineering Technician and technical oversight by any Engineering staff member. May be assigned to work with other staff and/or interns on specified projects. The incumbent will perform all related duties as assigned.

The Town of Ithaca is a mosaic of rural, suburban, and urban landscapes that surround the City of Ithaca. It is a college town, a farm town, a Finger Lakes community, and a tourist destination renowned for its scenic vistas, forested hillsides, gorges, waterfalls and Cayuga Lake. Town Hall is located within the City of Ithaca at 215 N. Tioga Street. Town Hall includes several administrative offices and the Planning and Code Enforcement Departments. Public Works and Engineering Departments are located at 114 Seven Mile Drive.

Town of Ithaca strongly values a diverse and inclusive workforce. Town Board, Management and staff are committed to equity and inclusion and encourage those with similar values to apply.

SOME OF THE TYPICAL WORK ACTIVITIES:

Performs utility mark outs for water, sewer and storm sewer infrastructure;
Performs construction inspection to ensure proper implementation of plans, specification, regulations and codes;
Prepares as-built drawings of Public Works and Engineering projects, updates or creates curb card drawings and easement drawings utilizing AutoCAD and GIS software;
Performs all types of data collection and surveys including construction, property, topographic, traffic, route, and hydrographic;
Prepares existing conditions plans;
Performs sign inventories and maintains database;
Performs basic engineering computations and research, with the assistance of the Engineering staff;
Aids in the instruction of use of transits, levels and other surveying instruments;
Attends training as assigned or requested.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited or New York State registered two-year college with an Associate's degree in engineering or construction related fields; **OR**
- B. Graduation from high school or possession of a high school equivalency diploma **AND** two years of full-time paid (or the equivalent part-time) experience in design, inspection, construction, utility, survey and/or other related construction type projects; **OR**
- C. Any combination of training and experience equal to or greater than that described in (a) and (b) above.

Must be a resident of Tompkins County or contiguous county and must be able to respond to emergencies within 30 minutes of a call-in. Must possess and maintain a valid New York State driver's license and clear driving record for the duration of employment.

To Apply submit county application at: <https://www.tompkinscivilservice.org/civilservice/apply/7806>

Or from the Vacancy page scroll down the list to the Town of Ithaca listings. Please attach a cover letter and resume when filing.

Questions regarding the online application program contact Tompkins Co. Civil Service 607-274-5526

Full job description available at <http://www.town.ithaca.ny.us/human-resources>

Filing deadline: March 17, 2023 by 4:00 pm or open until filled

Questions directed to: Judy Drake, Human Resources Manager (607) 273-1721 or via email:

Jdrake@town.ithaca.ny.us

Civil Service Exam: Provisional appointment pending future exam

Hiring Rate: \$30.12 per hour hiring rate based on 40 hour per week schedule- 2023 rate

Office Location: Public Works Facility, 114 Seven Mile Dr., Ithaca

Work Hours: Monday – Friday, 6:30 am – 3:00 pm

Benefits: paid Holidays, Vacation, Sick and Personal time, Health and Life Insurance, Dental and AFLAC insurance optional, NYS Retirement and deferred compensation program