

ENVIRONMENTAL CONTROL TECHNICIAN

DISTINGUISHING FEATURES OF THE CLASS: This is technical work of a moderately complex nature involving responsibility for designing, planning and overseeing small and medium sized civil engineering projects. Responsibilities include conducting field surveys, drafting, designing and inspecting town capital improvement projects. Direct supervision is received from an administrator in the field of environmental control with latitude for independent action. The work may involve some supervisory responsibilities as related to the technical duties of Environmental Control Inspectors. Does related work as required.

TYPICAL WORK ACTIVITIES:

Coordinates field survey work by supervising and directing boundary, preliminary, topographic stakeout and highway surveys;

Completes engineering designs for small to medium sized projects on CAD (e.g. drainage, parking lots, stream channel stabilization and realignment, retaining walls, road improvements, sidewalks, etc.);

Performs layout work and technical design of plans for public works projects;

Prepares construction estimates of construction projects;

Generates bid documents and specifications for small to medium sized public works projects for review by the Environmental Control Supervisor (Survey and Design);

Inspects town projects for compliance with the project specifications and plans;

Reviews payment application from contractors to verify costs, percentage of work completed, quality of workmanship, etc.;

Reviews prints submitted by engineers, land surveyors and contractors and prepares reports on them.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles, practices and terminology of civil engineering and land surveying; good knowledge of construction and maintenance methods and materials for highways, bridges and drainage structures; good knowledge of mathematics as applied to drafting; good knowledge of inspection techniques; proficiency in specialized software for survey and engineer work*; ability to interpret engineering plans and specifications; ability to reduce survey notes and plot to scale and to make design drawings; ability to understand complex technical written and oral instructions; ability to communicate effectively both orally and in writing.

MINIMUM QUALIFICATIONS: An Associate's degree or higher or equivalent college credits (minimum 60 credits) which included or was supplemented by fifteen (15) college credit hours in civil engineering, surveying, computer aided design, mechanical drawing and/or drafting or related field and three (3) years of technical civil engineering work experience which included all or any of the following: drafting, performing engineering computations or performing field survey work.

NOTE: A Bachelor's degree in civil engineering, surveying or related field may be substituted for two (2) years of the required experience.

SPECIAL REQUIREMENT: Possession of a valid driver's license appropriate for the size and kind of vehicle being operated.

*Proficiency in survey and engineer software to be demonstrated during probationary period.

R.C.D.P. (10.21.2010) 10.13.2015 - Job specification may be subject to further revision
Competitive