

UTAH COUNTY OFFICE OF HUMAN RESOURCES MANAGEMENT, 100 East Center, Suite 3800, Provo, UT 84606  
Phone: (801) 851-8158 ♦ Fax: (801) 851-8166 ♦ Email: [humanresources@UtahCounty.gov](mailto:humanresources@UtahCounty.gov) ♦ <http://www.utahcounty.gov/jobs>

*Due to the volume of applications received, we are unable to provide information on application status by phone or e-mail. All qualified applicants will be considered, but may not necessarily receive an interview. Selected applicants will be contacted by the hiring agency for next steps in the selection process. Applicants who are not selected will not receive notification.*

## **JOB ANNOUNCEMENT**

**POSITION: Engineering Technician II**

**Posting# 3043-0418sr**

### **REQUIRED ATTACHMENTS TO APPLICATION:**

- College transcripts and/or diploma if related to position - internet printouts & photocopies are acceptable

**STARTING SALARY: Step 32 – 38 \$20.09 - \$23.08 Hourly \$1,606.82 - \$1,846.25 Bi-weekly**

Salary will be determined upon experience and or education

*Plus benefits package - Step increase available after completing probation and annually thereafter.*

**OPENING DATE: April 16, 2018**

**CLOSING DATE: Open until filled**

**\*All applications received by April 30, 2018** will be screened by the HR Office.

Those applicants meeting the specified qualifications will be referred for a hiring interview. The Human Resources Office will continue to consider qualified candidates as needed until the position is filled.

*The eligibility list created by this posting may be used to fill current full or part time vacancies and full or part time vacancies and grant funded vacancies that occur within the next two (2) months*  
**For additional information see the job description at - - <http://www.utahcounty.gov/jobs>**

### **JOB SUMMARY:**

Under direction of the Senior Engineering Technician, perform various duties to support inspecting and managing county roads and other public works projects.

### **DUTIES INCLUDE:**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Repair, replace, and create new county signs as needed.
2. Assist in performing inventory and inspections of county roads, bridges, signs, and county properties.
3. Order signage supplies and materials as needed.
4. Assist in performing inspections for excavation and access permits.
5. Assist in the inspection of subdivisions to ensure conformance to plans and adherence to county development standards.
6. Assist in the management and site inspection of construction projects.
7. Supervise and coordinate projects with contractors and developers.
8. Inspect county projects including chip sealing, drainage, road maintenance, safety, signing, and road and bridge construction.
9. Collect data on county projects.
10. Inspect quality control efforts on county construction projects.
11. Assist with reviewing storm water management plans for construction projects within the county.
12. Assist with inspections of construction projects to ensure compliance with Storm Water regulations.
13. Assist in the forming and pouring of concrete footings, slabs, and walls.
14. Assist in the framing and erecting of small structures.
15. Assist in maintaining flood channels and debris basins including cleanup, monitoring for unsafe conditions, and adjusting discharge rates.
16. Design and create construction and as-built drawings for county projects.
17. Design office space for remodeling projects in county buildings.

18. Assist in the management and inspection of projects (both Utah County projects and private contractor projects) throughout Utah County.
19. Conduct bridge assessments with the State Bridge Inspectors and resolves identified concerns.
20. Assist in railroad crossing inspections and assessments to ensure inspection emphasizes safety and liability considerations.
21. Perform traffic counts.
22. Assist with civil and surveying design using the CAD and ArcGIS computer systems.
23. Assist with field activities on county projects.
24. Maintain assessment files, project diaries, and various reports.
25. Review storm water management plans for construction projects within the county.
26. Inspect construction projects to ensure compliance with Storm Water regulations.
27. Perform inspections of county-owned facilities for compliance with storm water regulations.
28. Create and maintain a current storm water system map.

**EVALUATION AND SELECTION FACTORS INCLUDE:**

Knowledge of storm water regulations, knowledge of the principles and practices of traffic control, signage, and pavement marking, knowledge of access permit requirements, knowledge of county development standards, knowledge of computer programs including computer aided drafting, knowledge of surveying and engineering principles and construction practices, knowledge of storm water regulations and best management practices, skilled in reading, writing, and basic math, skilled in document composition, skilled in interpersonal communication, skilled in algebra, trigonometry, geometry, surveying, advanced math, and applied engineering calculations, skilled in analytical problem solving, skilled in pouring and forming concrete, skilled in the use of power equipment and hand tools, skilled in operating and maintaining field engineering equipment, skilled in directing the work of others, ability to maintain cooperative relationships with those contacted in the course of work activities, ability to respond quickly and effectively in emergency situations, ability to read and interpret standard construction plans and maps, ability to communicate effectively verbally and in writing, ability to follow written and oral instructions, ability to maintain files, records, and reports, ability to coordinate multiple tasks effectively.

**REQUIREMENTS FOR EMPLOYMENT:**

Associate's degree in Civil Engineering, Drafting Technology or Surveying, Two (2) years of work experience performing civil engineering activities, Equivalent combinations of education and work experience may also be considered.

**Applicants receiving a conditional offer of employment will be required to submit to a pre-employment drug screen and additional background checks as required.**

**ADDITIONAL ELIGIBILITY QUALIFICATIONS:**

Selected applicants must obtain certification as a Registered Storm Water Inspector during the probationary or trial period, applicants must possess a valid driver license and obtain a valid State of Utah driver license within 60 days of employment.

**EXAMINATION/SELECTION PROCESS:** Individuals interested in the position must submit an official Utah County Government application and required attachments to the Utah County Office of Human Resource Management, 100 East Center, Suite 3800, Provo, UT 84606, by 5:00 PM on the closing date. **NO POSTMARKS OR RESUMES.** Additional information will not be accepted after the closing date. The Human Resource Department will screen the applications for minimum qualifications. The selection process will consist of a hiring interview, and may include any one, or a combination, of the following examinations: application and/or supplemental review/rating, written examination, performance test and/or oral examination. The Human Resource Department reserves the right to call only the most qualified applicants to any of the examinations.