

## Job Description

Job Title: Engineering Technician III

Job Code: 906392

Job Family: Infrastructure

Pay Grade: JC.17.17

FLSA: Exempt

EEO: Professional

Department/Agency: Countywide

Position Number(s):

Recommended Position Title(s): Engineering Project Manager

The following Core Competencies apply to everyone and are essential to all County jobs:

- Accountability – Follows-up on and meets commitments, takes ownership for work, and possesses a strong ability to stay focused on individual, department, and County results.
- Communication – Clearly and effectively expresses ideas and thoughts (verbally and in writing); listens actively.
- Customer Focus & Public Relations – Builds positive internal and external customer relationships; is committed to customer satisfaction; assumes responsibility for solving customer problems and ensures commitments to customers are met.
- Initiative – Independently acts to resolve problems and provide solutions; seeks out new responsibilities; generates new ideas; practices self-development.
- Safety – Understands and supports safety standards as required by the job; keeps the workplace clean and safe.
- Teamwork – Encourages and facilitates cooperation, pride, and trust among the team; fosters commitment and team spirit; works cooperatively with others to achieve overall goals.

### Essential Duties:

- Directs, manages, and executes projects and programs including the development of project scopes/budgets, standards and procedures, contracts/agreements, and information for the Board of County Commissioners; provides technical expertise and support to engineering and other staff and stakeholders; develops and recommends projects for inclusion in the 5-year Capital Improvement Program; assists in the development and improvement of the Asset Management Program.
- Provides customer service through responding to inquiries from developers, contractors, consultants and the general public; provides information and explanation to assist stakeholders in understanding standards, CIP project goals, and development activities; works through design and construction conflicts with consultants, developers, inspectors and contractors.
- Works as a lead in coordinating the work of Senior Engineering Technicians and Engineering Technicians and/or leads and supports team members to maximize productivity, facilitates achievement of group and department goals, and encourages continuous improvement in processes; contributes to performance reviews and development plans of team members; conducts and supports technical job-related training programs to a variety of internal stakeholders in a classroom format, in addition to on the job training for team members; functions as a subject matter expert in engineering program areas.
- Serves as a resource to internal and external stakeholders; networks with technical professionals through involvement in professional organizations and attending and speaking at technical conferences.

### Supervisory Responsibilities:

- Yes  No This position is also responsible for the supervision and leadership of employees, which includes making employment-related decisions and/or recommendations, and formally evaluating performance.

*Duties and responsibilities, as required by business necessity may be added, deleted or changed at any time at the discretion of management, formally or informally, either verbally or in writing. Scheduling and shift assignments and work location may be changed at any time, as required by business necessity.*

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### Minimum Job Requirements:

**Associate's degree** in Engineering Technology, Construction Technology, or equivalent; four (4) years of job related experience working for an engineering and/or construction organization; **a valid driver's license with an acceptable driving record** are required.

*Johnson County Government requires reference/background screening for all positions. Specified criteria may vary by Department/Agency.*

### Preferred Job Requirements:

**Bachelor's degree in Engineering Technology, Construction Technology, or equivalent** is preferred.

### Education/Experience Substitutions:

Yes  No Experience may be substituted for degree.

Yes  No Education may be substituted for experience.

### Physical, Environmental, and Special Working Conditions:

Exposure to extreme temperatures.

Exposure to fumes and/or chemicals, heights, and loud noises.

Lifting weight: 20 lbs. regularly, 50lbs. occasionally

On call/stand-by work required.

Safety-sensitive job.

Weather essential job: Department Essential

All County employees may be called upon to assist other departments/agencies in a declared emergency situation.