SENIOR ENGINEERING TECHNICIAN
TOWN OF CLARKSTOWN
DEPARTMENT OF ENGINEERING AND FACILITIES MANAGEMENT

The Town of Clarkstown is accepting applications for the position of Senior Engineering Technician in the Department of Engineering and Facilities Management. The work includes operating survey instruments (e.g. level, transit, theodolite, etc) and may lead small project survey parties; inspecting portions of construction and maintenance projects, including materials supplied for such projects; performing a variety of drafting assignments; creating and plotting maps and plans for survey work and construction projects; making and checking engineering computations of a routine nature; researching deeds and maps to form a basis for field survey; interpreting plans and performing calculations from plan information for survey and quality control of construction projects; maintaining the official records (e.g. daily progress reports, field notebook, specific files, etc.) during the life of a construction project; interpreting plans and specifications as inspector on construction projects; supplying supplementary survey layout on construction projects; performing laboratory tests on soils and other materials to establish their suitability as construction materials; investigating and approving minor changes on contracts; taking field measurements for monthly and final payment requests and reporting results based on plans and measurements; investigating complaints by the public and making recommendations for remedial work needed.

MINIMUM QUALIFICATIONS:
1. Graduation from high school or possession of an equivalency diploma and three (3) years of experience assisting in civil engineering work (not as a Laborer) or;
2. An Associate’s degree, or equivalent college credits (minimum of sixty (60) credits), or higher, in Science, Mathematics, or comparable curriculum, and one (1) year of experience that substantially involved civil engineering work (not as a Laborer) or in quality control work related to construction projects (not as a Laborer), or;
3. An Associate’s degree, or equivalent college credits (minimum of sixty (60) credits), or higher, in either Engineering, Surveying, Forestry, Landscaping, Architecture, or comparable curriculum, shall be fully qualifying.

NOTE: College credits in Engineering, Surveying, Forestry, Landscaping, Architecture, or comparable curriculum, may be substituted on the basis of nine (9) credits for one (1) year of experience as described in (1) above, for up to two (2) years of experience.

SPECIAL REQUIREMENT: If driving is required, a valid driver’s license appropriate to the vehicle to be operated.

HOW TO APPLY:
Please mail, fax or email resume to:

Fran Hunt, Personnel Administrator
Town of Clarkstown
10 Maple Avenue
New City, NY 10956
Fax (845) 639-2142
Email: personnel@clarkstown.org