

## Job Information

Job title	<b>Engineering Technician III</b>	Job Code: ENGTC3	Pay Grade: L
Title of immediate supervisor	Senior Manager, Manager or Engineering Supervisor		
Department	Engineering		
Prepared by	N. Pallan		
Date Created	Aug 19, 2015	Revised date	April 1, 2020

## Job Purpose

Performs technical work at a semi-professional level. Involves both field and office assignments related to the field of civil engineering design, including land development [from establishing engineering requirements through to development approval including office and field inspection duties], inspection of construction projects within the municipality, reports of activities undertaken, surveys and liaison with the public or consultants. Manages projects as defined within the framework and guidance developed by the Project Management Office.

## Duties and Responsibilities

- Carries out studies, cost estimates and investigations relating to design of water supply systems, waste water and storm water collection and disposal systems, transportation projects, public transit facilities and street light systems, to determine costs for upgrading existing facilities or the construction of new facilities.
- Designs and provides inspection of the construction of transportation projects, waterworks, sewer or drainage systems, street light systems and transit operation facilities. Assembles and analyses data on waste water and storm water flows and works with computer programs related to same.
- Acts as a project inspector and/or manager for smaller engineering construction programs, including progress and quality inspection to ensure conformance with design specifications, including scheduling, budgeting, inter-agency coordination and public relations.
- Reviews Public Utility and private consultant engineering designs to ensure conformance with municipal specifications, and compatibility with existing and proposed municipal services. May act as liaison between Public Utility and Municipal design/operations personnel.
- Inspects and analyses all phases of non-municipal civil works to ensure conformance with permits, bylaws, standards, design drawings, as-built drawings, schedules and good engineering practice and reports on same and recommends deposit releases.
- Liaises with contractors, public works staff and consulting engineers in relation to service installations, municipal standards, testing, approvals, repairs to works and maintenance.
- Inspects materials or undertakes field survey/site inspections to ensure conformance to municipal specifications and adequate servicing related to building permits.
- Responds to complaints and enquiries from the public concerning municipal and non-municipal projects, and may draft reports and correspondence for an Engineer related to Council or public concern.
- Provides information to an Engineer, a Senior Engineering Technician or Engineering Technician V regarding progress or difficulties encountered.
- Checks the work of drafting support staff assigned to assist on certain projects.
- Maintains complete notes of each design.
- Performs other related duties as required.

## Qualifications

- Two year post-secondary program in Civil and Structural Engineering Technology.
- Three years of directly related experience in civil engineering design, or public works inspection, installation and approval procedures or in both drafting/surveying.

- Registered as an AScT with the Applied Science Technologists and Technicians of BC.
- Conversant with computer based engineering applications.
- An equivalent combination of education and experience may be considered.
- Valid Class 5 BC Driver's Licence.

### **Physical Requirements**

Physically able to undertake the field inspections.

### **Working Conditions**

Works in an office environment and out in the field.