

ASSISTANT HIGHWAYS AND FACILITIES ENGINEER

DISTINGUISHING FEATURES OF THE CLASS: This is complex, sub-licensed professional Highways and Facilities engineering work of a difficult nature involving responsible activities in assisting in design, construction and maintenance systems. The work is performed under the direct supervision of a higher level licensed engineer. The work may be performed in the field or office as assignments require. Technical directions may be given to support and lower level personnel. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Participates in the preparation, review and revision of plans, specifications and design of proposed engineering projects;
Assists in the planning layout of activities of employees engaged in engineering design and drafting;
Makes suggestions and recommendations for long range projects and programs;
Confers and cooperates with contractors and other interested individuals and groups in solving engineering problems and carrying out engineering activities;
Prepares reports, including cost estimates on planned or active projects;
Assists in overseeing the construction and/or repair of all county facilities, as appropriate;
Assists in overseeing the construction and maintenance of all county highways and bridges, as appropriate;
Makes daily inspection of maintenance and construction projects;
Assists in coordinating activities of maintenance and construction crews;
Advises, assesses and instructs assistants in carrying out difficult engineering activities;
Performs a wide variety of field and office activities requiring skill in the application of engineering practices, principles and theories;
Reviews prints submitted by engineers, land surveyors and contractors and prepares reports on them;
Makes field measurements and observations of different types of engineering problems involving roads, construction sites and buildings;
Assists in the design of structural modifications to buildings as well as repairs to existing buildings;
Conducts research concerning proposed projects;
Makes engineering and mathematical calculations;
Inspects portions of construction and maintenance projects including material supplied for such projects;
Makes and checks engineering computations;
Maintains records and statistical reports as required;

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May meet with and speak with vendors and/or contractors relative to specifications, equipment, etc. for new purchases of equipment and supplies;

May supervise inspectors on construction projects;

Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Good knowledge of the principles and practices of civil engineering; ability to conduct engineering research and solve complex engineering problems; ability to assist in the design of engineering projects; good engineering judgment; initiative and resourcefulness; accuracy; alertness.

MINIMUM QUALIFICATIONS:

Masters Degree in Engineering

PLEASE NOTE: Education beyond the secondary level must be from an institution accredited or recognized by the Board of Regents of the New York State Department of Education as a post secondary, degree-granting institution.

SPECIAL REQUIREMENTS:

1. Eligibility for, or possession of, a license to practice as a Professional Engineer in New York State at the time of appointment.
2. Access to transportation may be required to complete possible field work assignments in a timely and efficient manner.