

ENGINEERING AIDE

DISTINGUISHING FEATURES OF THE CLASS: This is routine work involving responsibility for assisting in a survey party and for performing elementary computations and drafting from field notes. Assignments in this class are progressively increased to include the application of elementary engineering tasks and the use of engineering instruments in survey work. For most tasks, direct supervision is provided with specific instruction being given for each new duty to be performed. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Assists on field surveys by acting as chainman or rodman holding target for level or transit, measuring distances, setting and marking grade stakes, etc.;

Plots and records field notes on alignment, topography, profiles and cross sections;

Performs routine drafting and tracing;

Makes simple engineering computations;

Maintains engineering and survey instruments in good working condition;

Makes and maintains records of traffic counts;

May assist in making construction calculations and estimates;

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 & PERSONAL CHARACTERISTICS: Working knowledge of mathematics; working knowledge of engineering survey work; ability to understand and carry out written and oral instructions; ability to get along well with others; manual dexterity and mechanical aptitude; accuracy; reliability.

MINIMUM QUALIFICATIONS: Either

- a) Graduation from a high school or possession of a comparable diploma including, or supplemented by, courses in geometry and trigonometry; or
- b) Two (2) years of experience in road construction or maintenance work; or
- c) An equivalent combination of training and experience as indicated in (a) and (b).