City of Rapid City
Job Description

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Senior Engineering Technician</th>
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<tbody>
<tr>
<td>Job Code:</td>
<td>SRET</td>
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<td>Job Family:</td>
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<tr>
<td>Pay Grade:</td>
<td>AU05</td>
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<tr>
<td>Date Revised:</td>
<td>12/15/2020</td>
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<tr>
<td>FLSA Status:</td>
<td>Non-Exempt</td>
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</tbody>
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General Summary: This position is responsible for performing Civil Engineering tasks including drafting, surveying, materials testing and construction observation and inspection.

Essential Duties and Responsibilities:

The intent of this job description is to provide a representative summary of the major duties and responsibilities performed by incumbents of this job. Incumbents may be requested to perform job-related tasks other than those specifically presented in this description.

- Conducts construction observation, monitors and prepares documentation concerning construction of infrastructure projects to insure compliance with all codes, ordinances, approved plans and specifications.
- Performs drafting, surveying and materials testing, using manual and electronic equipment and personal computer.
- Performs appropriate actions to respond to citizen complaints and addresses problems in the field.
- Performs related necessary calculations.
- Provides selected technical data to other City departments and the general public.
- Exercises lead supervision of day-to-day work of Survey Party Chief and/or Engineering Technician.
- Demonstrates ability to read and interpret engineering plans and construction drawings, calculations, specifications, and details.

Qualifications:

Education and/or Experience:

High school diploma or general education degree (GED) and five years related experience in drafting, construction observation or Civil Engineering tasks.

Certificates, Licenses, Registrations:

Must possess a valid South Dakota driver's license or ability to obtain within 30 days from date of hire.

Working Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is frequently exposed to moving mechanical parts; fumes or airborne particles and outside weather conditions. The employee is occasionally exposed to high, precarious places and risk of radiation. The noise level in the work environment is usually moderate.
Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee is frequently required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms and talk or hear. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must frequently lift and/or move up to 10 pounds and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception and ability to adjust focus.