

Berkeley County Government

JOB OPENING - EXTERNAL POSTING

ENGINEERING TECHNICIAN (PS101220)

DEPARTMENT: STORMWATER MANAGEMENT PROGRAM – MUNICIPALITIES

JOB SUMMARY/ESSENTIAL FUNCTIONS: This position is classified as to perform complex civil engineering tasks under moderate supervision. Must be able to deal courteously and effectively with fellow employees and citizens. Under the direction of an engineer, performs technical work related to construction, maintenance and inventory of storm drainage, roads and other infrastructure. Monitors and inspects private development projects for compliance with regulations, standards and approved plans. Assists in project management for the construction of County projects and verifies that proper materials are used and that construction conforms to the contract documents. Assists in the preparation of storm drainage and road system maps, databases and plans. Reviews applications for utility permits and ensures compliance through inspection of work. Interacts with contractors, consultants, developers, utilities, regulatory agency representatives and the general public. Prepares, organizes and maintains engineering/construction field and office data, reports and systems. Assists in implementing the County's MS4 and storm water management program. Performs other duties as assigned.

QUALIFICATIONS:

Associates degree in a related field and four (4) years related Engineering experience.

SCDHEC Erosion Prevention & Sediment Control Inspector certification desired. Candidates who are not certified upon hire will be required to certify within one (1) year of employment, and are required to maintain current certification as a condition of continued employment.

Personal computer experience required including Microsoft Word and Excel. GIS experience preferred.

Valid driver's license for South Carolina. Must have safe driving record.

Departmental testing may be administered during interview.

Completed degree(s) not required but beneficial to position may be partially considered as work experience.

A criminal background check will be completed on selected applicant if a current one (less than 3 years old) is not on file.

PHYSICAL REQUIREMENTS:

While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; walk; and use hands to handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl; and talk and hear. The employee must occasionally lift and/or move up to twenty-five (25) pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus. 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.

SAFETY INFORMATION/DUTIES:

This is a safety sensitive position and subject to random drug and alcohol testing. All employees holding such jobs or requesting promotion or transfer to such jobs are subject to drug and alcohol testing. Attends all required safety training, follows safety policies and procedures and uses appropriate PPE (Personal Protective Equipment) for assigned tasks.

HOURS OF WORK/MISCELLANEOUS INFORMATION:

This position is classified as non-exempt and reports to directly to the County Engineer. Thirty-seven and one half (37.5) hours per week. Monday through Friday from 8:00 a.m. until 4:00 p.m. with the ability to work flexible hours after 5:00 p.m. when necessary. Scheduled hours/days, job location, duties and any other information contained herein is subject to change. May be required to work extra hours and to perform extra or different duties during emergency situations.

If you are interested in applying for a position with Berkeley County Government, you will need to set up a personal account and apply online, click on "Applicant Online" from our website www.berkeleycountysc.gov and follow the prompts. For questions, contact Human Resources at 843-719-4163 (Moncks Corner); 723-3800 ext. 4163 (Charleston); or 567-3136 ext. 4163 (Saint Stephen). Computers are available in the Berkeley County Administration Building and the Libraries to apply online.

Engineering Technician - Grade C33

Bi-Weekly Pay Range: \$1,490.87 - \$1,714.50

Date of Posting: 11/20/2015

Closing Date: Subject to close at any time.

BERKELEY COUNTY GOVERNMENT IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE ON THE BASIS OF RACE, RELIGION, COLOR, SEX, AGE, NATIONAL ORIGIN OR DISABILITY.

All employees of Berkeley County Government are employed on an "at-will" basis which means that the employee may discontinue the employment relationship at any time, with or without notice or cause, and that Berkeley County Government may discontinue the employment relationship on the same grounds.

APPLICATIONS WILL NOT BE ACCEPTED FOLLOWING THE CLOSING DATE.