

ENGINEERING AIDE

KIND OF WORK

Entry level para-professional engineering work.

NATURE AND PURPOSE

Under immediate supervision, performs technical work such as operating survey equipment, drawing maps and diagrams and checking engineering computations; performs related work as required.

This class differs from the intermediate level because the Engineer Aide is at the entry level of the engineering aide classification series and close supervision of work is required.

EXAMPLES OF WORK (A position may not include all the work examples given, nor does the list include all that may be assigned.)

Performs field survey computations to provide data to make maps and to plot land parcels by applying mathematical formulas and operating survey equipment.

Prepares maps, property plats and construction plans to meet requests for maps and technical plans by using drafting equipment and material and application of drafting knowledge.

Writes and checks land descriptions as a part of the land acquisition process to comply with legal requirements and insure the acquisition of the correct land by following land surveying procedures and applying the appropriate mathematical formulas.

Maintains technical records, charts and diagrams to ensure access by professional staff and other staff who require this information for their work by following procedures and utilizing appropriate storage space.

Places rods or chains for topographic or property survey party to complete a necessary procedure to acquiring survey data by following land survey procedures and placing the land survey equipment as technically directed.

Makes soil borings and soundings for foundation investigations to acquire readings by following procedures and operating equipment.

Plots and checks topographic maps, level diagrams, boring and sounding logs, profiles and cross-sections to insure accuracy of construction and survey data by following procedures and applying mathematical calculations.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Knowledge of:

Mathematical and trigonometry sufficient to perform land surveying calculations and basic engineering calculations.

Surveying and topographic mapping sufficient to develop maps, diagrams and charts.

Basic engineering practices sufficient to develop engineering documents.

Ability to:

Operate survey equipment, drafting equipment, calculators and computers sufficient to perform basic engineering work.

Est.: 7/05/67
Rev.: 11/17/71, 3/92
Ckd.: 3/81

T.C.:
Former Title(s):