

The City of Dunkirk is accepting applications for the position of "Senior Engineering Technician" in the Department of Public Works.

The "Senior Engineering Technician" is responsible for the preparation of engineering plans, contracts, inspection of work and providing technical expertise regarding the supervision and administration of all public works construction and architectural projects. Coordinates and acts as liaison with other government and inter-departmental agencies. Duties require direct contact with contractors and resolution of conflicts on projects. Supervises the preparation of project cost estimates and budget planning. Prepares reports, records and drawings.

Duties are performed in accordance with policies and procedures formulated by the Director of Public Works with relative exercise of independent judgment. May supervise lower-graded employees or aides.

Position Requirements:

Qualified candidates will have through knowledge of the principles and methods of civil construction including knowledge of equipment and materials relating to public works projects. Must have ability to interpret complex engineering drawings and perform basic engineering computations. Must be able to exhibit proficiency with AutoCAD graphics computer programming or other similar computer aided design (CAD) and drafting programs (2D or 3D), and have experience in Microsoft Office (Word,Excel) applications.

Minimum Qualifications:

(A) Graduation from a regionally accredited or New York State registered college or university with a bachelor's degree in Civil Engineering, Civil Technology, Construction Technology or a closely related field and one year experience as a drafter, surveyor, or helper in engineering project work; must be proficient with AutoCAD graphics computer programming or other similar computer aided design (CAD / 2D or 3D) programs and have experience in Microsoft Office (Word,Excel) applications.

OR

(B) Graduation from a regionally accredited or New York State Registered college or university with an Associate's Degree in Civil Engineering, Civil Technology, Construction Technology or a closely related field and three years of experience as a drafter, surveyor or helper in engineering project work; must be proficient with AutoCAD graphics computer programming or other similar computer aided design (CAD/2D or 3D) programs and have experience in Microsoft Office (Word,Excel) applications.

Note: appointment to this position would be provisional subject to future competitive civil service exam.

Applications may be obtained and submitted to:

Dunkirk City Hall
Personnel Department
342 Central Ave
Dunkirk, NY 14048

Or call Kathleen Steel at 716-366-9871 for an application