

JOB OPENING

ENGINEERING TECHNICIAN I

The Iowa County Secondary Road Department has a job opening for a full time Engineering Tech. Applicants must possess skills in AutoDesk Civil 3D and be able to comprehend DOT plans. This job is nice mix of designing plans in the winter and then inspecting the construction of plans in the summer.

A full job description can be obtained at the Engineer's Office or at Iowa County's Website.

Contact Info: 950 Franklyn Ave., Marengo. Phone: 319-642-3721

Website: <http://www.co.iowa.ia.us/jobs.htm>

Application deadline is 3 p.m. on April 11, 2018.

Classification Pay: \$23.54/hr

** Qualified applicants may be promoted to Engineering Technician II or III duties & paygrade **

PLEASE SEE THE ATTACHED JOB DESCRIPTION FOR A FULL LIST OF DUTIES

Iowa County

Job Title: Engineer Tech I - Secondary Roads	Reports To: County Engineer
Wage Category: Engineer Tech I - \$23.54	Department: Secondary Roads
Date Effective: 2/8/2016	Date Revised: 3/5/2018

Job Summary:

Iowa County Secondary Roads supervises all secondary roads within Iowa County, these consist of mostly roads that are; outside city limits, not interstates, and not state highways. Under supervision of the Iowa County Engineer, to perform drafting, surveying, and inspection duties; and to perform other related duties as required.

Facility and Work Area:

Engineer's Office in Marengo, Iowa.

Job Functions:

Perform skilled work in the area of inspection, design, and supervision of all types of construction, including roads and bridges, and to perform related duties as required.

Example of Essential Job Functions:

Assist the County Engineer in maintaining quality roads and bridges within the county to meet Iowa DOT guidelines. The following are a list of duties that are required but not limited to:

- Performing Topographical and Staking surveys.
- Draft Road and Bridge Plans on AutoCAD Civil 3D.
- Bridge and Culvert Inspections.
- Comprehend and Communicate Blueprint Specifications to Contractors.
- Maintain Daily Construction Records.
- Construction Inspections.
- Perform Aggregate, PCC, and HMA Materials testing.
- Prepare Reports.
- Conduct Iowa One Calls.
- Use hand tools and power equipment.
- May be required to work after hours during construction season.

Entry Requirements:

- Ability to work with computers (ie, AutoCAD Civil 3D, Excel, Word, GIS)
- College Credit or equivalent in Civil Engineering Technology or Construction Management.
- DOT Inspection Certifications are preferred; but not required.
- Must be a legal U.S. Citizen.
- Must be at least 18 years of age.
- Must have clean driving record.
- Must pass a background check.
- Must pass department physical ability test.

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.	
A. Activity Level	Percent of Time
Sedentary Work: Exerting up to 10 lbs. of force occasionally and/or up negligible amount of force frequently.	10%
Light Work: Exerting up to 20 lbs. of force occasionally and/or 10 lbs. of force frequently.	20%
Medium Work: Exerting up to 20 – 50 lbs. of force occasionally and/or 10 - 25 lbs. of force frequently.	40%
Heavy Work: Exerting up to 50 – 100 lbs. of force occasionally and/or 20 - 50 lbs. of force frequently.	20%
Very Heavy Work: Exerting over 100 lbs. of force occasionally and/or 50 - 100 lbs. of force frequently.	10%
Total:	100%

B. Functions and Activities					
Key					
C = Continuous	F = Frequent			O = Occasional	N = Not Applicable
More than 5.5 hours (67-100%) > 500 reps/day	2.5 to 5.5 hours (34-66%) 101-500 reps/day			Less than 2.5 hours (1-33%) 1-100 reps/day	Not at all or rarely
Activity	C	F	O	N	Comments
Waist to Floor Lift, 0-25 lbs.	X				Lifting of various equipment/materials/supplies ranging in weight from 0-25 lbs. from approximately 10-36".
Waist to Floor Lift, 26-50 lbs.		X			Lifting of various equipment/materials/supplies ranging in weight from 26-50 lbs. from approximately 10-36".
Waist to Floor Lift, 51-100 lbs.			X		Lifting of various equipment/materials/supplies ranging in weight from 51-100 lbs. from approximately 10-36".
Waist to Crown Lift, 0-25 lbs.			X		Lifting of various equipment/ materials/supplies ranging in weight from 0-25 lbs. up to 60".
Carry (Bilateral), 0-25 lbs.	X				Carrying of various equipment/materials/supplies ranging in weight from 0-25 lbs. up 100 ft.
Carry (Bilateral), 26-50 lbs.		X			Carrying of various equipment/materials/supplies ranging in weight from 26-50 lbs. up to 50 ft.
Carry (Bilateral), 51-100 lbs.			X		Carrying of various equipment/materials/supplies ranging in weight from 51-100 lbs. approximately 25 ft.
Carry (Unilateral), 0-45 lbs.			X		Carrying of various equipment/materials/supplies ranging in weight from 0-45 lbs. approximately 100 ft.
Horizontal Push/Pull, 0-25 lbs. of force	X				When maneuvering various equipment/materials/supplies.
Horizontal Push/Pull, 26-50 lbs. of force		X			When maneuvering various equipment/materials/supplies at self-selected height.
Horizontal Push/Pull, 51-125 lbs. of force			X		When maneuvering various equipment/materials/supplies at self-selected height.
Reach Below Shoulder		X			Reach heights may vary between 6" to approximately 48". When retrieving various equipment/materials/supplies.
Reach at or Above Shoulder		X			Reach heights between 48" to 82". Reaching at or above shoulder level required to retrieve various equipment/materials/supplies.
Elevated Work				X	Sustained elevated work with the bilateral upper extremities is not required.
Stooping/Bending		X			Sustained/repetitive forward flexion of the trunk to retrieve various equipment /materials/ supplies and to position oneself to perform various work related duties. Sustained trunk flexion for up to 5 min.
Twisting		X			Sustained/repetitive rotation of the trunk and neck to retrieve various equipment /materials/ supplies and to position oneself for various work related activities. Sustained twisting of trunk and neck for up to 60 seconds.
Squatting /Crouching			X		Repetitive full flexion of the hips and knees required to retrieve various equipment /materials/ supplies and to position oneself for various work related activities.
Crawling			X		Crawling short distances (<10 ft.) required when performing various work related duties.
Kneeling			X		Kneeling to position oneself for various work related activities. Kneeling for up to 120 seconds.

Climbing On and off equipment	X			Ascending/descending steps in/out of various vehicles. Step height up to 24" to get into and out of road grader. Use of upper extremity support on approximately 70" handle.
Climbing Ladders			X	Occasional use of step ladders and step stools required when performing various duties of the job.
Walking		X		Ambulating short distances <200 ft. on all surface types required.
Standing		X		Standing on all surface types required.
Sitting	X			Sitting required while operating various equipment.
Balancing			X	Average balance required for various work related duties.
Fine Manipulation		X		Average coordination required on occasional basis to work with patients and operate /maintain equipment.
Simple Grasping <30 lbs. of force	X			Gross hand grasping, with preferred hand of less than 30 lbs. of force to retrieve/maneuver/handle equipment/material/supplies.
Firm Grasping 31-60 lbs. of force		X		Gross hand grasping, with preferred hand of 31-60 lbs. of force to retrieve/maneuver/handle equipment/material/supplies.
2-point, 3-Point Pinch, Less than 10 lbs. of force		X		With bilateral upper extremities to handle various equipment/materials/supplies.
Lateral Pinch, Less than 15 lbs. of force			X	With bilateral upper extremities to handle various equipment/materials/supplies.
Repetitive Hand / Wrist Activities		X		Repetitive bilateral finger flexion/extension and wrist flexion/extension/radial deviation/ulnar deviation to complete various work related activities.
Repetitive Keying / Mousing			X	Occasional keyboarding required.
Operates Hand Controls	X			Operating hand controls on various pieces of equipment.
Operates Foot Controls	X			Operating foot controls on various pieces of equipment.
Drives Car / Truck	X			Operating various vehicles to perform duties of the job.
Operates Moving Equipment, Forklift/Skid Mover/Other	X			Operating various equipment to perform duties of the job.

C. Talking Required	<input checked="" type="checkbox"/> Ordinary	<input checked="" type="checkbox"/> Loudly or quickly
Comments:		
D. Hearing Required	<input checked="" type="checkbox"/> Ordinary conversation	<input checked="" type="checkbox"/> Ability to hear alarms, radio/phone, and instructions from others
Comments:		
E. Seeing Required		
<input type="checkbox"/> Close Vision	<input type="checkbox"/> Distance Vision	<input type="checkbox"/> Color Vision
<input type="checkbox"/> Peripheral Vision	<input type="checkbox"/> Depth Perception	<input type="checkbox"/> Ability to Adjust Focus
Comments: Employees must meet and maintain visual requirements to obtain a Commercial Driver License from the state of Iowa.		

F. <u>Elevated Work Required</u>		
Comments:		
G. <u>Work in Confined Spaces Required</u>		
Comments:		
Environmental Conditions		
H. <u>Environmental Factors</u>		
<input type="checkbox"/> Extreme Heat (non-weather)		
<input type="checkbox"/> Extreme Cold (non-weather)		
<input checked="" type="checkbox"/> Outdoor weather conditions		
<input checked="" type="checkbox"/> Wet and humid conditions		
<input checked="" type="checkbox"/> Noise <input checked="" type="checkbox"/> Moderate Noise <input type="checkbox"/> Excessive Noise (Potentially ≥ 85 dB TWA)		
<input checked="" type="checkbox"/> Vibration		
<input checked="" type="checkbox"/> Hazards (Proximity to moving mechanical parts, chemical agents, biological agents, sharp objects, high traffic areas, excessive heat, excessive cold, etc.)		
<input checked="" type="checkbox"/> Slippery/Uneven Walk Surfaces		
<input type="checkbox"/> Work with explosives		
Comments: This work is performed both inside and outside and includes seasonal exposure to cold and heat. The worker is exposed to darkness and poor lighting, fumes/odors, isolation, moving machinery, noise, visual strain, and working on uneven grounds. Also, the work may expose the employee to significant work pace pressure, and irregular hours.		
I. Percent of Time Spent in the Performance of Job	Inside: 10%	Outside: 90%
J. <u>Percent of Time Spent in Temperature Extremes in the Performance of Job</u>		%
Comments:		
K. Atmospheric Conditions to Which Employee is Exposed on a Regular Basis		
<input checked="" type="checkbox"/> Fumes		
<input checked="" type="checkbox"/> Gases		
<input checked="" type="checkbox"/> Dusts		
<input checked="" type="checkbox"/> Mists	<input type="checkbox"/> Poor Ventilation	<input checked="" type="checkbox"/> Vibration

<input checked="" type="checkbox"/> Odors	<input type="checkbox"/> Other (Specify in comments)	
Comments:		
Personal Protective Equipment		
L. General		
<input type="checkbox"/> Hard Hat	<input type="checkbox"/> Eye Protection	<input type="checkbox"/> Hearing Protection
<input type="checkbox"/> Steel Toed Boots	<input type="checkbox"/> Chemical Resistant Clothing	<input type="checkbox"/> Gloves
<input type="checkbox"/> Other:		
M. Respiratory Protection		
<input type="checkbox"/> Dust/Mist Mask	<input type="checkbox"/> Half-mask	<input type="checkbox"/> Full-face Mask
<input type="checkbox"/> Powered Air Purifying (PAPR)	<input type="checkbox"/> SCBA	<input type="checkbox"/> None
Comments:		
Substance Exposure:		
Additional Comments		
<p>Iowa County retains the authority to change the job duties included in this job description at any time. The list of duties is not exhaustive various requirements are subject to possible modification as a reasonable accommodation for a qualified individual.</p> <p>Other: Application Deadline: Hours: Job Classification:</p>		
Reviewed By:	Date:	
Reviewed By:	Date:	
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