



CITY OF
Sturgis
MICHIGAN

We're Hiring!

Engineering Technician

Under the supervision of the City Engineer, locates and stakes City-owned utilities for construction projects, organizes, updates, and maintains engineering records, and inspects construction projects.

Essential Functions

- * Regularly locates and stakes all City-owned utilities for construction projects as requested through the "Miss Dig" program.
- * Organizes and maintains accurate records of all City utilities and other essential engineering information. * Updates maps and transfers information from old maps, along with updated information, to new maps. * Inspects City construction projects including water mains, sanitary and storm sewer lines, paving, sidewalks, and other projects to facilitate proper construction and record relevant information. * Utilizing GIS mapping software to improve and update City utility records. Collects GIS data points to create or revise existing utility records. * Evaluates conditions of existing City infrastructure; sidewalks, streets, etc. to develop construction projects. * Assists other City departments, other agencies, and the public with engineering related records and mapping information. * Assists in preparing engineering drawings, performing engineering field surveys, and gathering data to prepare plans for City related projects.

Employment Qualifications

Education: Possession of an Associate degree or equivalent with at least two years of college level coursework in civil engineering technology, surveying, drafting, or related areas. Requires coursework or experience in computer aided drafting.

Experience: One year of experience involving the construction of water and sewer lines and related construction projects or similar experience.

FLSA Status: Non-Exempt

The qualifications listed above are intended to represent the minimum skills and experience levels associated with performing the duties and responsibilities contained in this job description. The qualifications should not be viewed as expressing absolute employment or promotional standards, but as general guidelines that should be considered along with other job-related selection or promotional criteria.

Physical Requirements

[This job requires the ability to perform the essential functions contained in this description. These include, but are not limited to, the following requirements. Reasonable accommodations will be made for otherwise qualified applicants unable to fulfill one or more of these requirements]:

- * Walking extended distances over uneven terrain to inspect construction projects. * Climbing up and down excavated trenches and slopes to conduct inspections. * Ability to use tools to access utility structures. * Ability to use sledgehammer to loosen manhole covers and pound wood stakes. * Ability to carry and lift maps, blueprints, and engineering tools. * Stoops, kneels and crouches to conduct inspections and locate underground utilities.

Working Conditions

- * Works outside in all types of weather conditions. * Exposure to traffic when marking utilities. * Works in areas with loud noise [heavy equipment]. * Exposure to equipment where risk exists of getting cut, bruised or scraped. * Exposure to environmental allergens [grasses, weeds, pollen, trees].

Submit Application, Resume, and Cover Letter to: Sturgis City Hall, 130 N. Nottawa St.
or via email to: dnorthrup@sturgismi.gov Applications are available at City Hall
or on our website at sturgismi.gov/HR

The City of Sturgis is an Equal Opportunity Employer.