



ROGUE VALLEY
SEWER SERVICES
CLEAN WATER - HEALTHY COMMUNITIES

ORGANIZATION:	Rogue Valley Sewer Services
POSITION:	Full Time
LOCATION:	Central Point, Oregon
DEPARTMENT:	Engineering
JOB TITLE:	Engineering Technician
WAGE RANGE:	\$63,720.00 – \$78,132.00 (Annually)

PURPOSE OF POSITION: Design, preliminary site investigation, data collection, inspection, project management, and other engineering related services under the direction of the District Engineer.

ESSENTIAL JOB FUNCTIONS:

- Prepare detailed construction design drawings, contract documents and cost estimates.
- Construction Management & Utility Coordination.
- Perform sewer and stormwater design calculations and prepare design reports.
- Collect field survey data using GPS equipment for sewer, stormwater, and other projects.
- Assist with hydrologic and hydraulic sewer and stormwater system modeling using GIS, flow monitoring equipment, and EPA SWMM modeling software.
- Conduct routine site investigations to ensure compliance with project design and contract provisions.
- Prepare as-built drawings and record information on system record maps.
- Work with RVSS GIS staff to update, create, and manage sewer and stormwater system data.

AUXILIARY JOB FUNCTIONS:

- Learn essential RVSS Operation & Maintenance functions and assist field staff.
- Attend engineering meetings, workshops and training.
- Maintain work areas in a clean and orderly manner.
- Maintain cooperative working relationships with staff, other organizations and the general public.

JOB QUALIFICATION REQUIREMENTS:

- Must have a strong work ethic, be self-motivated, and able to work in a team environment.
- Bachelor's degree in civil, environmental, or other related engineering field.
- Must have EIT certificate or pass EIT exam within one year of hire. Professional Engineering (PE) license is desired.
- Must be capable of using AutoCAD, GIS, Excel, Word and Adobe Acrobat. Proficiency with civil design (Autodesk Civil3D) and GIS software (ArcGIS) is desirable.
- Strong communication skills, both written and oral.
- Valid driver's license with a good driving record.

CORE COMPETENCIES:

RVSS has identified the following core competencies as essential for success in this position.

Integrity: Must think and act ethically and honestly. Apply ethical standards of behavior to daily work activities. Take responsibility for own actions and foster a work environment where integrity is rewarded.

Mission Focus: Must understand and support RVSS' mission its core purpose for being. Believe in the mission, value it, and be committed to it. Communicate it to staff, stand behind it, and interpret its applications for others. Frequently refer to the mission and incorporate it into daily activities.

Technical Expertise: Must be knowledgeable and skilled in a functional specialty. Add organizational value through unique expertise in a functional specialty area. Remain current in area of expertise and serve as a resource in that area for the organization.

Results Orientation: Must maintain appropriate focus on outcomes and accomplishments. Be motivated by achievement, and persist until the goal is reached. Convey a sense of urgency to make things happen. Respect the need to balance short and long term goals.

Technical Savvy: Use technology to be successful in their organizational role. Value technology and understand the necessity of leveraging it to stay productive and competitive. Be proactive in investigating and adopting new technologies to achieve competitive advantage.

Initiative: Be proactive and take action without being prompted. Don't need to wait to be told what to do or when to do it. See a need, take responsibility, and act on it. Make things happen.

PHYSICAL DEMANDS OF POSITION:

While performing the duties of this position, the employee is frequently required to sit, stand, bend, kneel, stoop, communicate, reach and manipulate objects. Duties involve moving materials weighing up to 30 pounds on a regular basis and may infrequently require moving materials weighing up to 80 pounds. Manual dexterity and coordination are required while operating field engineering equipment, computer keyboard, calculator, and standard office equipment.

WORKING CONDITIONS:

Approximately 30% of the work period takes place outdoors with exposure to all environmental conditions. The remaining work period occurs under usual office working conditions where the noise level is typical of most office environments with telephones, personal interruptions, and background noises.

SUPERVISION RECEIVED: Works under the supervision of the District Engineer and with engineering, stormwater, and operation and maintenance staff.