

CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION
SENIOR ENGINEERING AIDE - 1861

DEFINITION:

Under general supervision, to perform nonprofessional engineering work of average difficulty in the field or office; and to perform related work.

*** EXAMPLES OF DUTIES:**

- Checks subdivision plans and maps for easements, street names, and compliance with ordinances, rules, and regulations;
- Utilizes Geographic Information Systems (GIS) software to collect, maintain, and map engineering-related inventories;
- Determines legal time limits for completion of subdivision maps;
- Conducts traffic counts;
- Locates traffic signs and street markers;
- Prepares accident location studies;
- Prepares detailed drawings of roads, drainage structures, or sewer systems;
- Makes simple inspections of engineering survey work;
- Collects, reviews, interprets, analyzes, and reduces data from a variety of field equipment;
- Prepares data collected in the field for reports or presentation;
- Collects, transports, and tests material samples for conformance with specified Caltrans or American Society for Testing and materials (ASTM) test methods;
- Inspects material producing plants;
- Prepares hydrographic statistics;
- Monitors and evaluates soil corrosivity factors and mass grading activities;
- Installs and inspects cathodic protection equipment;
- Issues building permits;
- Monitors geotechnical engineered product installations;
- Reviews simple building plans of residential dwellings, garages, patios, retaining walls, and other residential additions to ensure compliance with building code requirements, and gives information to the public concerning the building code, building permits, and zoning regulations;
- Schedules and performs traffic speed surveys and operates radar speed detection equipment;
- Maintains and updates an automated street inventory system;
- Performs on-site inspections of food establishments, prepares inspection summaries, and enforces ordinances;
- Provides support to water/wastewater facility maintenance;
- Configures, calibrates, and deploys a variety of flow, pressure, and level data logging equipment;
- Drafts letters and prepares reports, simple drawings, graphs, and charts.

* **EXAMPLES OF DUTIES** performed by employees in this class. The list may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.

MINIMUM QUALIFICATIONS:

Please note: the minimum qualifications stated below are a guide for determining the education, training, experience, special skills, and/or license which may be required for employment in the class. These are re-evaluated each time the position is opened for recruitment. Please refer to the most recent Job Description for updated minimum qualifications: <https://www.governmentjobs.com/careers/sandiego/classspecs>.

A Bachelor's Degree in Architecture, Civil or Structural Engineering, or a closely related field; **OR** certification as an Engineer-in-Training (EIT) issued from a state licensing board; **OR** two years of full-time experience as a Junior Engineering Aide with the City of San Diego; **OR** two years of full-time subprofessional engineering, drafting, or Geographic Information Systems (GIS) map preparation experience; **OR** Land Surveyor-in-Training (LSIT) Certificate issued from a state licensing board.