

CLASS SPECIFICATION
SAN DIEGO CITY CIVIL SERVICE COMMISSION
SENIOR ENGINEERING AIDE

DEFINITION:

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

*** EXAMPLES OF DUTIES:**

- Checks subdivision maps for easements, street names, and compliance with ordinances, rules, and regulations;
- 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;
- Computes quantities, prepares estimates, and compiles data for reports;
- Prepares hydrographic statistics;
- Evaluates soil corrosivity factors;
- Installs and inspects cathodic protection equipment;
- Issues building permits;
- 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 and enforces ordinances;
- Enters and retrieves data using computer terminals;
- Prepares reports, simple drawings, graphs, and charts.

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 Announcement for updated minimum qualifications.

A Bachelor's degree in Architecture, Civil or Structural Engineering; **OR** certification as an Engineer-in-Training (E.I.T.); **OR** two years of experience as a Junior Engineering Aide with the City of San Diego; **OR** two years of subprofessional engineering or drafting experience, typically under the direction of a professional engineer, architect, or land surveyor.

- * **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.