



SC-PAY GRADE 10

FIELD TECHNICIAN I

DUTIES AND FEATURES OF THE CLASS:

The incumbent in this class performs a variety of technical and semi-skilled engineering tasks involving heavy construction inspection and/or damage prevention utility marking. Work is performed primarily in the field and field office. Work is performed under general supervision and may be reviewed for accuracy.

EXAMPLES OF WORK:

Construction inspection:

Inspects contractor's work for conformance to County standards and approved construction plans; inspects installation of utilities such as sanitary sewer, storm sewer and potable water; inspects site work and road construction in private subdivisions, State right-of-way (ROW) and County facilities; assists with soil sampling, compaction testing and participates in field surveys; maintains accurate records; works with local agencies, contractors and the public; interprets both paper and digital construction plans; performs related work as required; responds to afterhours emergencies as directed.

Damage Prevention:

Locates and marks County assets such as utility pipes and cables; uses various tools, instruments and computer applications to complete field assignments; documents and reports discrepancies relating to County as-builts and record plans; assists with data collection using satellite-based GIS equipment; arranges and attends field meetings; maintains both paper and digital daily reports/logs and correspondence; participates in on-call rotation and responds to afterhours emergencies.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of County Code and construction practices; general knowledge of engineering technology and Delaware Department of Transportation (DelDOT) traffic safety; ability to read paper maps and construction plans as well as digital files; ability to use measuring devices and utility locating tools/equipment; ability to perform mathematical calculations; ability to move up to 100 lbs; ability to work in extreme weather conditions; ability to keep accurate records both paper and digital; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with department heads, staff and representatives from other agencies.

QUALIFICATIONS:

Minimum High School Diploma or GED with a minimum of one (1) year experience in a related field which provides the required knowledge, skills and abilities; working knowledge of Microsoft Office (Word, Excel, Outlook); ESRI ArcGIS experience is preferred; strong organizational and customer service skills; excellent verbal and written communication skills.

ADDITIONAL REQUIREMENTS:

- Direct Deposit Required
- 35-hour work week (Monday - Friday)
- Pre-Employment Background Screening
- Pre-Employment Drug/Alcohol Testing
- Possession of a valid driver's license
- Emergency on-call rotation is required for damage prevention team members.

Revised 5/2019



SC-PAY GRADE 12

FIELD TECHNICIAN II

DUTIES AND FEATURES OF THE CLASS:

The incumbent in this class performs a variety of technical and skilled engineering tasks involving heavy construction inspection and/or damage prevention utility marking. Work is performed primarily in the field and field office. Work is performed under general supervision and may be reviewed for accuracy.

EXAMPLES OF WORK:

Construction inspection:

Inspects contractor's work for conformance to County standards and approved construction plans; inspects installation of utilities such as sanitary sewer, storm sewer and potable water; inspects site work and road construction in private subdivisions, State right-of-way (ROW) and County facilities; performs soil sampling, compaction testing and elevation surveys; collects data using satellite-based GPS equipment and maintains accurate records; works with local agencies, contractors and the public; interprets both paper and digital construction plans; performs related work as required; responds to afterhours emergencies as directed.

Damage Prevention:

Locates and marks County assets such as utility pipes and cables; uses specialized equipment such as Ground Penetrating Radar, and Sonde remote transmitter to investigate complex utility locates; uses various computer applications to document and report discrepancies relating to County as-builts and record plans; performs data collection using satellite-based GPS equipment; arranges and attends field meetings; maintains daily reports, logs and correspondence; assists with staff training; participates in on-call rotation and responds to after-hours emergencies.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of Federal, State and County Codes related to construction practices; knowledge of engineering technology, Delaware Department of Transportation (DelDOT) traffic safety and OSHA standards; ability to interpret construction plans and specifications; ability to complete elevation survey and use utility locating tools/equipment; ability to calculate slopes and material yields; ability to move up to 100 lbs; ability to work in extreme weather conditions; ability to keep accurate records both paper and digital; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with department heads, staff and representatives from other agencies.

QUALIFICATIONS:

Minimum High School Diploma or GED with a minimum of three (3) years' experience in a related field which provides the required knowledge, skills and abilities; working knowledge of Microsoft Office (Word, Excel, Outlook); ESRI ArcGIS experience is preferred; strong organizational and customer service skills; excellent verbal and written communication skills.

ADDITIONAL REQUIREMENTS:

- Direct Deposit Required
- 35-hour work week (Monday - Friday)
- Pre-Employment Background Screening
- Pre-Employment Drug/Alcohol Testing
- Possession of a valid driver's license
- Emergency on-call rotation is required for damage prevention team members.

Revised 6/2019



SC-PAY GRADE 14

FIELD TECHNICIAN III

DUTIES AND FEATURES OF THE CLASS:

The incumbent in this class performs a variety of complex technical tasks involving civil and utility engineering, field inspection, damage prevention and coordination. Work is performed primarily in the field. Tasks are performed independently with general oversight and may involve supervision and training of subordinates within the Construction Inspection and/or Damage Prevention team(s).

EXAMPLES OF WORK:

Reads and interprets construction plans, specifications and related documents; performs complex field inspections and provides technical assistance to subordinates; utilizes various computer software for efficient task completion, record keeping and reporting; uses GPS equipment to capture data and utilizes related applications to analyze data; manages special projects and attends field meetings with contractors, colleagues and constituents; performs other duties as assigned.

Construction Inspection

Inspects and oversees all aspects of construction activities to ensure compliance with County and industry standards; participates in various testing procedures for pipelines and soil compaction; monitors horizontal and vertical controls and performs calculations to verify quantity and quality; reviews, tracks and documents construction activities to ensure accuracy of final record drawings; generates project punch lists and assists with final inspections; participates in after hour emergencies as needed.

Damage Prevention

Locates and marks County owned assets within County facilities, State rights-of-way, private subdivisions and utility easements; uses specialized equipment to evaluate complex field conditions associated with utility lines and documents findings for future use; conducts various types of field inspections and audits and may be assigned as team leader; manages special projects and maintains accurate records; arranges field meetings and provides guidance to others; participates in on-call rotation and responds to after-hours emergencies.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES:

Thorough knowledge of County procedures, regulations, ordinances, and approved construction practices associated with utility and site work; general knowledge of engineering technology and ability to perform related mathematical calculations; working knowledge of Delaware Department of Transportation (DelDOT) standards and Manual on Uniform Traffic Control Devices (MUTCD) manual; ability to read paper maps and construction plans as well as digital files; ability to use various types of measuring and utility locating devices; ability to move up to 100 lbs; ability to work in extreme weather conditions; ability to keep accurate records both paper and digital; ability to understand and follow oral and written instructions; ability to establish and maintain effective working relationships with department heads, staff, contractors/consultants, representatives from other agencies and the general public.

QUALIFICATIONS:

Minimum of High School Diploma or GED with five (5) years of experience in the engineering or related fields or any equivalent combination of education and experience which provides the required knowledge, skills and abilities; strong knowledge of Microsoft Office (Word, Excel, Outlook); GIS/Arc Reader and design-related software is preferred; excellent organizational, verbal and written communication skills; NICET Level III Certificate may be substituted for experience requirement noted.

ADDITIONAL REQUIREMENTS:

- Direct Deposit Required
- 35-hour work week (or related number of hours dependent upon the position)
- Pre-Employment Background Screening
- Pre-Employment Drug/Alcohol Testing
- Possession of a valid driver's license
- Emergency on-call rotation is required for damage prevention team members