

CITY OF UTICA

NOTICE OF VACANCY

THE CITY OF UTICA

announces that a vacancy exists in the City of Utica for

JUNIOR ENGINEER

Salary: \$57,272.64 - \$60,870.06

Classification: CSEA, Competitive Position
Membership in the NYS Retirement System is Mandatory
Eligible for Health Insurance and Dental Insurance

DISTINGUISHING FEATURES OF THE CLASS: This is professional engineering work of a distinctly or beginning character, requiring limited experience or practice, but demanding ability to apply principle of physics, mathematics and materials to engineering problems, combines with work of highest sub-professional level, requiring familiarity with methods, materials, equipment and techniques used in the field. A junior engineer may receive assignments in general terms as far as details are concerned, but scope of each assignment is limited and methods of procedure are outlined by superiors. This position is responsible for the elementary professional or responsible sub-professional engineering work in the office or field in connection with the design, investigation, development, maintenance, operation or construction of engineering projects. The work is performed under the general direction of the City Engineer or Deputy City Engineer with some latitude allowed for independent judgment. Supervision may be exercised over engineering aides. Does related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Drafts and occasionally design plans and profiles for the construction of payments, curbs, sidewalks, sewers and drains;

Uses and supervises the use of instruments in making observations and in gathering and recording engineering data;

Conducts surveys to map a developed area, and to run location lines for roads, conduits, sewers, etc.;

Supervises construction work when such supervision involves the exercise either of knowledge or engineering principles or of the more complex construction practices;

Keeps records of amount of work done and of changes in plans and specifications;

Checks design computations and plans of other engineers for routing errors;

Uses a personal computer to prepare and maintain a variety of project documents, records and reports;

Uses judgment and experience in making decisions in accordance with established policies and procedures;

Advises the City Engineer regarding current problems and progress of overall programs and policies;

Keeps abreast of city, state, and other rules, regulations, and policies regarding this department;

Participates in professional conferences/training programs when requested;

Operates office equipment as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Good knowledge of the principles of engineering, physics, and mathematics; good knowledge of fundamental mathematics, including geometry and trigonometry; good knowledge of construction and engineering practices; good knowledge of Microsoft and AutoCAD or similar computer-aided drawing system; ability to make moderately difficult technical computations and to compile engineering data; skill in the use of engineering field and office instruments; ability to read and interpret engineering drawings and specifications; ability to get along well with others; mental alertness; good judgement; resourcefulness; initiative; neatness; accuracy; tact and courtesy. Physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

- A. Graduation from a regionally accredited college or university with a Bachelor's Degree in Engineering; OR
- B. Graduation from a regionally accredited college or university with an Associate's Degree Civil Engineering Technology or a closely related field, and one (1) year of experience in engineering work; OR
- C. Graduation from High School with courses in science and mathematics, and five (5) years or practical experience in engineering work.

SPECIAL REQUIREMENTS: To be eligible for appointment, candidates must possess a valid New York State Driver's License. A valid New York State Driver's License must be maintained throughout employment.

Applications:

Applications should be submitted to Civil Service, Utica City Hall, 1 Kennedy Plaza, Utica, New York 13502.

For more information about this position, please call the Deputy City Engineer at (315) 792-0152.

This posting is for filling a position on a provisional basis, a Civil Service Exam will be scheduled in accordance with NYS Civil Service Law.

Applicants must be residents of the City of Utica.

THE CITY OF UTICA IS AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

It is the policy of the City of Utica to provide for and promote equal opportunity in employment, compensation and other terms and conditions of employment without discrimination because of age, race, creed, color, national origin, gender, sexual orientation, disability, military status, genetic predisposition, carrier status, political affiliation or belief.

(Issued: 08/05/26)