



PORTAGE COUNTY

POSITION AVAILABLE

OPEN TO EMPLOYEES AND THE GENERAL PUBLIC

JOB TITLE:	Engineering Technician
POSTING DATE:	Tuesday, February 12, 2019
CLOSING DATE:	Open until filled

DEPARTMENT: Water Resources
 ADDRESS: 8116 Infirmary Road, Ravenna, Ohio 44266
 APPOINTING AUTHORITY: Portage County Board of Commissioners
 HOURLY WAGE: \$21.59 - \$23.61/hour plus professional development compensation
 VACANCIES: 2

MINIMUM QUALIFICATIONS:

High School diploma or GED is required, along with minimum of five (5) years experience in water and/or sewer construction. Associates degree in Construction Technology may be substituted for two (2) years of work experience. Must possess a valid Ohio driver's license and motor vehicle liability insurance.

JOB DESCRIPTION:

Incumbent is responsible for the construction inspection of water and sanitary sewer projects in accordance with the Portage County Water Resources Department (PCWR) specifications and all other duties as assigned. Inspect the installation of sanitary sewer lateral and water service connection to ensure compliance with PCWR specifications and rules and regulations. Drive daily to various locations within Portage County. Prepare detailed as-built drawings of all County sewer and water laterals and construction projects. Validate if appropriate sewer and/or water permits have been purchased. Validate contractor County registration. Inspect the installation of grease traps and grease interceptors to validate compliance with PCWR Specifications and design drawings. Conduct grease trap inspections, sampling, program audits, and Linko software data entry when requested. Ensure contractor compliance with OSHA construction, confined space, and trench safety regulations prior to entering any excavation for inspection purposes. Assist with investigating sewer and/or water complaints. Research PCWR utility records and mark County water and sewer utilities utilizing the Ohio Marking Standards as required by Ohio Utilities Protection Service (OUPS) tickets and utilize the OUPS positive response system. Inspect County public and private sewer and water main construction projects to validate compliance with PCWR Specifications and design drawings and specifications.

HOW TO APPLY:

- THE COUNTY APPLICATION FORM IS REQUIRED WHEN APPLYING FOR THIS POSITION.
- APPLICATIONS **MUST BE RECEIVED BY 4:30 P.M. ON THE CLOSING DATE** LISTED ABOVE.
- APPLICATIONS CAN BE DOWNLOADED FROM THE COUNTY WEBSITE: www.co.portage.oh.us OR PICKED UP ON THE 7th FLOOR OF THE ADMINISTRATION BUILDING.
- APPLICATIONS CAN BE FAXED, EMAILED, MAILED OR SUBMITTED IN PERSON FROM 8:00 A.M. TO 4:30 P.M. MONDAY-FRIDAY:

PORTAGE COUNTY HUMAN RESOURCES
 449 S. MERIDIAN STREET, 7th FLOOR
 RAVENNA, OHIO 44266
 EMAIL: HRD@PORTAGECO.COM
 FAX: 330-298-4225

PORTAGE COUNTY IS AN EQUAL OPPORTUNITY EMPLOYER (EOE)