

CITY OF PERRY, GEORGIA

JOB ANNOUNCEMENT

POSITION OPENING: 16-16 **POST DATES:** 12/17/2015 – 01/29/2016

CLASSIFICATION TITLE: Lead Engineering Technician

SALARY RANGE: \$52,400 - \$74,500

TERM OF APPOINTMENT: Regular Temporary Part-Time

PROBATIONARY PERIOD: 12-months

SUMMARY OF POSITION:

Responsible for insuring all development in the City meets or exceeds minimum City standards. Assists other departments in capital projects formulation and implementation. Recommends adjustments to City requirements. Supervises GIS system.

DUTIES AND RESPONSIBILITIES:

Reviews plans and specifications for City projects and private developments. Provides recommendations for regulatory guidelines. Completes inspections on projects. Coordinates City review of proposed development. Recommends acceptance of infrastructure for City maintenance. Maintains City's adopted database for infrastructure.

Extensive field work, some travel, office tasks and possible night meetings.

EXAMPLES OF TASKS:

- Inspects City and private capital projects.
- Reviews plans and specifications of City and private capital projects and assists in complying with regulations.
- Recommends projects for acceptance by Council.
- Inputs, monitors and maintains GIS database.
- Meets with consultants to explain requirements.
- Prepares cost budget analysis for proposed projects.
- Other duties as assigned.

KNOWLEDGE REQUIRED FOR CLASSIFICATION:

- Knowledge of principles and practices of construction planning and execution.
- Ability to analyze and evaluate project specifications, standards and drawings.
- Familiar with building, utility, street and stormwater construction.
- Ability to analyze and cost out infrastructure projects.
- Ability to effectively communicate issues to diverse groups.

MINIMUM QUALIFICATIONS:

- Minimum six (6) years related experience as project inspector/supervisor.
- Ability to effectively communicate in written, verbal and reading modes in business English.
- Progressive experience in digital mediums for GIS, CAD and report preparation avenues.
- Preference given to possession of associate's or bachelor's degree in related field from an accredited institution.
- Possession of or ability to obtain a valid Georgia driver's license.
- Experience interacting with diverse groups of individuals.
- Performs well with details.
- Able to effectively process and prioritize many projects at one time.

**THE CITY OF PERRY IS AN EQUAL OPPORTUNITY EMPLOYER AND A CERTIFIED
DRUG FREE WORKPLACE**