

Job Title: Seasonal Engineering Technician  
Department: Public Works  
Classification: Grade 2  
Reports to: Construction Engineer  
Supervises: No  
Normal Business Hours: Monday – 7:30 AM – 4:00 PM  
Telecommute: Not available  
Union: No  
FTE Status: Part-time intermittent Equivalent  
Last Reviewed: 12/2024

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**Nature of Work:**

This position assists the engineering department in surveying, construction inspection, material testing and project development.

**Communicates with:**

Internally – All Public Works staff.

Externally –Contractors, Public.

**Supervision:**

N/A

**Essential Work Functions:**

- Operates survey equipment for preliminary data collection and construction staking as directed.
- Assists in preparation and designs of construction plans.
- Assists in surveying and inspection required for Landfill operations and construction.
- Assists in inspection and surveying of public ditches.
- Assists in construction staking, inspection, material testing, and project documentation.
- Conducts Construction Inspection as needed.

**Other Work Functions**

- Performs related work as required.

**Minimum Qualifications of Education and Experience:**

- Requires High School degree or GED.

**Knowledge, Skills, and Abilities Required:**

- Valid MN Driver's license.
- Good interpersonal skills.
- Excellent written, oral, and interpersonal communication skills.
- Highly self-motivated and directed.
- Excellent organizational skills.
- Excellent attention to detail.

**Persons with disabilities:**

The above is a general listing of job duties. Essential and non-essential functions may vary by individual position. Reasonable accommodations may be available for both essential and non-essential job duties.

**Physical Demands and Work Environment:**

In compliance with Americans with Disabilities Act, the following represents the Physical and Environmental Demands:

Exposed to:	24% or Less	25% - 49%	50%- 74%	75% or more
Office environment		X		
Sitting, standing			X	
Walking, reaching, pulling		X		
Typing/data entry	X			
Talking, hearing			X	
Close and distance vision			X	
Heavy (Over 60 pounds of force)		X		
Challenging or threatening behaviors			X	
Hazardous physical conditions			X	
Atmospheric Conditions			X	
Travel			X	
Hazardous materials		X		
Extreme temperatures			X	
Environmental		X		
Work with high detail/deadlines		X		

This document does not create an employment contract, implied or otherwise, other than an "at will" employment relationship. The Board of Commissioners, County Administrator and/or the Department Head retains the discretion to add duties or change the duties of this position at any time.

Morrison County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodation to qualified individuals and encourages both prospective and current employees to discuss potential accommodations with the employer.

Employee Name: \_\_\_\_\_

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_