

**City of Wheeling
Engineering Technician**

The Municipal Civil Service Commission will be giving an examination for the position of ***Engineering Technician***. The list established from such examination will be utilized for hiring of this position for up to the next two years.

The Engineering Technician reviews drawings, updates and maintains City drawings based upon changes required. Draws various maps from field notes/inspections. Coordinates and integrates all pertinent information impacting the design and construction of the project. Updates maps and drawings to reflect completed construction. Responds to general questions from the public. Compiles various reports. Inspects new water and sewer lines and new service taps. Assists with maintenance and repairs of water and sewer lines. Maintains maps, drawings, and records in an orderly and assessable manner. Uses leak detection equipment to locate water leaks, locates, and marks water mains and services as needed. Performs other duties as assigned.

Starting hourly rate is \$15.56 with increase after six months.

Qualifications: Three years of experience performing a variety of tasks and assignments as an engineering aide or closely related area. An equivalent combination of education and experience which indicates possession of the knowledge, skills, and other characteristics may be substituted for the above qualifications. An Associate's Degree is preferred. Must possess a valid driver's license. May be required to secure certification as required by area of assignment.

Interested applicants should apply by submitting a cover letter and resume no later than June 1, 2018 to:

City of Wheeling
HR Department
1500 Chapline St / Room 301
Wheeling WV 26003
lgruber@wheelingwv.gov