



City of Spokane Valley Employment Opportunity

Position: Engineering Technician I

ABOUT THE CITY: Spokane Valley is a city with a population of approximately 108,000 located on the eastern border of Washington State in the heart of the Inland Northwest. We pride ourselves on quality neighborhoods and schools, along with strong business and retail centers. Friendly people, natural surroundings and beautiful weather are part of what makes our community a favorite destination. Spokane Valley is developing a high-performing organization and employs the use of best practices. We are a workforce based upon loyalty, accountability, and professionalism. We place a high value on customer service, and take a team-oriented, collaborative approach to the way we do business. If working for a fast-paced, evolving organization appeals to you, and you desire a work environment that is intellectually stimulating, respectful and rewarding, we urge you to complete an application.

ABOUT THE POSITION: Spokane Valley is seeking a highly qualified and enthusiastic employee to serve our City as a full-time Engineering Technician I in our Public Works Department. The ideal candidate will support the City by performing duties associated with Capital Improvement Projects and will have exceptional technical skills, and a strong desire to provide superior service to both internal and external customers.

SELECTED EXAMPLES OF DUTIES: Under the supervision of the Engineering Technician Supervisor the primary duties will be production of construction plans using AutoCAD/Civil 3D. This position will be directly involved in the design process and work closely with the Engineer in charge of the project. Other duties include performing routine and complex technical engineering related work for street, stormwater, parks, utilities, and other public works projects and programs. Assists Engineers in evaluating field conditions, developing reports, cost estimates, construction plans and specifications and construction inspection. Confer with Engineers to identify project parameters, standards, and specifications.

DESIRED MINIMUM QUALIFICATIONS: Education and Experience: Graduation from a high school or GED, supplemented by two years of related technical or college training in drafting, Computer-Aided-Design (CAD), engineering technology, civil engineering or a closely related field; and minimum of two years related work experience. An equivalent combination of education and experience may be considered. Necessary Knowledge, Skills and Abilities: Experience and proficiency in AutoCAD/Civil 3D, knowledge of civil engineering principles, practices and methods as applicable to a municipal setting; some knowledge of applicable City policies, laws, and regulations affecting Division activities; considerable skill in arriving at cost estimates on complex projects. Experience in MS Word, MS Excel, and Bluebeam, as well as some skill in basic surveying is beneficial. Experience designing public works projects is strongly preferred. Ability to prepare, organize and maintain engineering field and office data, reports and systems; ability to effectively communicate complex technical information, orally and in writing, to contractors, developers, property owners, employees, consultants, other governmental agency representatives, City officials and the general public. Construction inspection experience is also desirable. Strong organization skills and the ability to work well independently and in a team setting.

SPECIAL REQUIREMENTS: Must possess a valid State driver's license or have the ability to obtain one prior to employment; must be physically capable of moving about on construction work sites. Successful completion of background check, including a criminal check, is a requirement of employment at the City of Spokane Valley.

SALARY: Full salary range is in Grade 14 \$31.45 – \$48.79 per hour. This is a represented, FLSA non-exempt position in the Engineering Department.

BENEFITS: Health benefits are provided through the Association of Washington Cities Employee Benefit Trust. The City currently provides medical, dental, life, long term disability, vision, and Employee Assistance benefits. Eleven paid holidays, vacation, sick, and other paid leaves are provided. The required retirement system of the City is Washington Public Employee's Retirement System (PERS) which requires an employee contribution. The City does not participate in Social Security. However, the City has adopted an MissionSquare 401(A) Social Security substitute plan with the same contribution rates as FICA. All positions in the City are considered at-will.

TO APPLY: Interested and qualified persons are invited to submit a complete City application, résumé, cover letter and list of five (5) work-related references (name and phone number) via our Online Application System at www.spokanevalley.org - click on Jobs.

APPLICATION DEADLINE: Apply Immediately. Posted March 26, 2025. Recruitment is open until filled.

The City of Spokane Valley has a policy of limiting tobacco use in the workplace. We are an Equal Opportunity Employer.

PLEASE POST

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