

# Personnel and Civil Service

Ronald E. Dougherty County Office Building 56 Main Street Owego, NY 13827

☎ 607 687 8494 📠 607 223 7074 🌐 [www.TiogaCountyNY.com](http://www.TiogaCountyNY.com)

Bethany O'Rourke Personnel Officer



## NOTICE OF VACANCY ASSISTANT ENGINEER

**Date Issued: 01/15/19; Reissued 09/16/19.** This is beginning professional engineering work requiring the ability to apply principles of physics, mathematics, mechanics and materials to engineering problems. The work requires independent judgment in devising new methods and adapting standard procedures to meet unusual conditions. The work is performed under the general supervision of the County Commissioner of Public Works and Deputy Commissioner of Public Works, with considerable leeway in the performance of assignments. Does related work as required.

The title of Assistant Engineer is **Competitive**, requiring applicants to meet minimum qualifications established for the position and successfully meet civil service examination requirements. **An examination is anticipated for March 2020.** Pending a criminal background check\*, a provisional appointment may be made to this position. Permanent appointment will be dependent upon participation in the examination AND being reachable from the resulting eligible list.

**Status:** Provisional

**Work Hours:** Full time, days; 35-hour work week

**Salary:** \$47,306 (CSEA SG XIII); benefit package available including: health, dental and vision insurance, paid leave time, NYS Retirement System, Deferred Compensation Plan

**Location:** Tioga County Department of Public Works

### **Minimum Qualifications (Either):**

- (a) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's Degree in Civil Engineering; **OR**
- (b) Graduation from a regionally accredited or New York State registered college or university with an Associate's Degree in Civil Engineering Technology, Engineering Science or closely related field and two (2) years of full-time paid experience or its part-time equivalent in the fields of engineering, surveying, drafting and/or construction; **OR**
- (c) Graduation from High School or possession of a High School Equivalency Diploma **and** four (4) additional full-time years of any combination of the following:
  - (1) Assisting in civil engineering work;
  - (2) College study in engineering;
  - (3) Study in applied science or in curriculum such as construction, highway technology at a technical institute or two year college; **OR**
- (d) An equivalent combination of training and experience as indicated in (a), (b) and (c) above.

**Apply Online** by using our "Online Application Tool": <https://www.tiogacountyny.com/departments/personnel-civil-service/>

Applications may also be obtained in the Personnel Department during office hours (Mon.-Fri. 9-5)

**Apply by: Applications will be accepted until position has been filled.**

*Tioga County applications are available on our website. Resumes may be submitted but MUST accompany an application. Applicants MUST clearly describe education and/or work and volunteer experience to explain how they meet the minimum qualifications for the position. Omissions or vagueness will not be interpreted in an applicant's favor.*

\*Criminal background checks will be conducted upon a conditional offer of employment. Depending upon the position sought, conviction of a felony, misdemeanor or other offense may bar appointment. At the discretion of the appointing authority, additional screenings may include but will not be limited to: fingerprinting, psychological, and/or drug testing. If requested, a candidate will be required to authorize access to educational, employment, financial, or other records.