

Engineering Aide II

Recruitment #22-1002-001

Date Opened 6/27/2022 09:00:00 AM

Close Date Continuous

Salary \$21.49 per hour (Grade 117)

Department Water

Job Type Promotional and Open Competitive



Examination Date

Date & Time to be Announced

Civil Service Board Office
371 West Second Street, Lower Level
Dayton, Ohio 45402

***Certified candidates will be sent an email containing specific exam details at a later date.**

Responsibilities

Responsible for the performance of advanced engineer related work in the field and in the office. Assignments typically include the operation of both modern and traditional survey/field data collection equipment and related instruments. Composes layouts, plans and profile sheets for various public works and water utility improvements.

Minimum Qualifications

Education

Graduation from high school (or G.E.D.), including course work in drafting and mathematics through completion of trigonometry. **A STATEMENT INDICATING YOUR COURSE WORK IN DRAFTING AND MATHEMATICS THROUGH TRIGONOMETRY MUST BE INDICATED ON YOUR APPLICATION.**

Experience

Must meet one of the following experience requirements:

1. One year of experience in field survey/data collection work, including the operation of transit and/or related instruments and computer-aided drafting (CAD) or related engineering work; **OR**
2. One year of experience as a City of Dayton Engineering Aide I.

License Requirements

Must possess a valid driver's license at time of appointment and maintain thereafter as a term and condition of continued employment.

Promotional Qualifications

Must be a full-time permanent or part-time permanent employee in pay grade 116 (Wage) or below, pay grade 25 (Clerical) or below, or equivalent, and been employed for 6 consecutive months by the City of Dayton in a classified Civil Service position. Identical scores will be broken by (1) seniority and (2) random selection method.

Open Competitive Applicants

Final appointment is contingent upon the applicant passing a job-related medical examination and providing documentary evidence of Employment Authorization and Identity. Identical scores will be broken by a random selection method.

Notes

Examination dates and times are subject to change. Calculators will be provided for the Civil Service examination. Applicants appearing on the Promotional eligible list shall be considered for appointment prior to those on the Open Competitive list. Applicants are responsible for providing all necessary employment dates, experience, training, or any other requirements as stated in the Exam Announcement, in order for their application to be considered for certification and admittance to the examination process.

Background Check

A background investigation is required prior to employment. All candidates must pass any level of background investigation applicable to the position, including current city employees seeking transfer, promotion, demotion, etc. into a classified position.

Drug and Nicotine Testing

Final appointment is contingent upon the applicant passing a drug screen. Applicants offered employment with the City will be required to pass a nicotine screening. Newly hired employees must remain tobacco and nicotine free as a condition of continued employment. The Tobacco and Nicotine Free Hiring Policy does not apply to current City employees.