

Please Post

15 July, 2015

NOTICE OF VACANCY

TITLE: Engineering Aide

JOB STATUS: Full time – 40 hours/week

DEPARTMENT/DIVISION: Department of Engineering & Planning
Division Engineering

DATE OF VACANCY: Immediately

SALARY RANGE: \$31,930 to \$57,619

CLOSING DATE FOR APPLICATIONS: July 25, 2015

TENTATIVE START DATE: To be determined

REQUIREMENTS:

License:

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

Knowledge and Abilities;

Knowledge of methods and techniques used in maintenance and construction work and of the methods used in making basic arithmetic calculations and of the fundamentals of algebra, plane geometry, and trigonometry.

Ability to understand, remember, and carry out written and oral directions and to learn quickly from written and oral explanation and from demonstration.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

JOB DUTIES:

Under direction, performs routine, repetitive, and noncomplex field and office work as a chairman and rodman, and assists in instrument operation, makes the less difficult mathematical calculations, and reduces level notes; does related work as required.

RETURN COMPLETED APPLICATIONS TO: (on Standard County Application Form)

Office of Employee Services
Sussex County Administrative Center
One Spring Street
Newton, NJ 07860