



LEWIS COUNTY EMPLOYMENT OPPORTUNITY

Department: **Public Works**

Division: **Real Estate Services**

Position: **Engineering Technician IV**

Who May Apply: **Any Qualified Applicant**

Employment Status: **Regular Full-Time**

Salary Range: **Grade 123: \$4,810 – \$6,469/mo.**

Posting Opens: **October 6, 2021**

Closing Date: **Open until filled**

DEPARTMENT / OFFICE

This position is a Fair Labor Standards Act (FLSA) non-exempt position within the Real Estate Services Division of the Public Works, Department located at 2025 NE Kresky Ave, Chehalis, WA.

POSITION SUMMARY

Under general supervision, acts as team leader for an assigned work group of paraprofessional Engineering Technicians. Perform technical work used to complete tasks related to: title examination, appraisal, audit, acquisition and/or disposal of real or personal property; property management; franchise agreements, leasing agreements, and relocation assistance; and preparation of land use and right of way permits.

The Engineering Tech IV-Real Estate Services position researches property title, reviews right of way plans, and is responsible for on-site visits and valuations required to generate documents for the purchase of real property rights. The right of way purchases must conform to Washington State Department of Transportation (WSDOT) certification requirements.

This position is covered by a collective bargaining agreement between Lewis County and AFSCME, Local 1341 Collective Bargaining Unit. Please see attached job description for complete information on the position.

HOW TO APPLY

Application materials and job description are available online at <https://jobs.lewiscountywa.gov/>.

Late applications will not be accepted.

Applicants with disabilities who need accommodation with the application and/or selection process should contact the ADA Coordinator, Human Resources at (360)740-1408 or (360)740-1480 TTY.

WHO MAY APPLY

This recruitment is open to any qualified applicant who meets the minimum requirements and can perform the essential functions, with or without accommodation and possess the knowledge, skills and abilities as identified in the job description. Any Qualified AFSCME 1341 Member will be given priority.

MINIMUM REQUIREMENTS

- Associate's Degree in Engineering, Computer Science, Real Estate, or related field; AND five (5) years' experience in a real estate related field or as an Engineering Technician with Washington State Board of Registration
- Specific technical training and certifications are required, depending on area of responsibility.
- Ability to speak, read, and write the English language effectively
- Proof of eligibility to work in the United States
- A valid Driver's License is required

APPLICATION REQUIREMENTS

The following items are **REQUIRED** for your application to be considered complete and for you to be considered for this recruitment.

- ✓ **Letter of Interest Outlining Work Experience and Qualifications**
- ✓ **Resume clearly outlining current/previous work experience and education**
- ✓ **Specific technical training and certifications are required, depending on area of responsibility**

NOTE: The information for State and Federal Reporting Form is voluntary. By providing this information, you assist the County in meeting state and federal reporting requirements. The information provided on this form is not used as a part of the review and selection process.

Lewis County is an equal opportunity employer that provides access, free from discrimination based on race, color, national origin, religion, age, sex, marital status, sexual orientation, military or veteran status, pregnancy, disability, genetic information or any other basis protected by law in employment or provisions of services.