

**CITY OF COLUMBIA HEIGHTS**  
**EMPLOYMENT OPPORTUNITY**  
**OPEN COMPETITIVE**

**Date:** April 18, 2019

**POSITION:** **ENGINEERING TECHNICIAN IV (GRADUATE ENGINEER)**

**POSITION SUMMARY:** This position conducts intermediate to advanced paraprofessional field and office civil engineering work in design, plan preparation, and inspection of construction and maintenance projects.

Engineering Department staff potentially work more than eight hours per day during construction, when certain projects are due, or meetings are conducted. Although normal office hours are typical, the ability to have flexible work hours is essential.

**REQUIRED QUALIFICATIONS:** Four year degree in Civil or Construction Engineering OR two year civil engineering degree (vocational) and three years municipal design, drafting and inspection experience. Experience using CAD and Microsoft Office software. Public contact work experience. Possession of MnDOT certification for Grading and Base, Bituminous Street, and Concrete Field as well as Erosion and Sediment Control, or the ability to obtain certifications within one year of employment. Possession of a valid drivers license.

**DESIRED QUALIFICATIONS:** One to three years of municipal design, drafting, and inspection experience in addition to required qualifications. Experience in use of AutoCad Civil 3D, ArcMAP, Cartegraph, Trimble total station surveying equipment, GPS, and surveying levels.

**SALARY RANGE:** \$29.82 - \$37.16 per hour, plus fringe benefits

**APPLICATION PROCEDURE:** City applications are available from the City Hall Information Window, by downloading from [www.columbiaheightsmn.gov](http://www.columbiaheightsmn.gov), or by e-mailing or calling Nancy Becker at [nbecker@columbiaheightsmn.gov](mailto:nbecker@columbiaheightsmn.gov) or (763)706-3606. A City application MUST be completed and returned to the Human Resources Manager, City of Columbia Heights, 590 40<sup>th</sup> Avenue N.E., Columbia Heights, MN 55421, no later than 4:30 PM, Friday, May 24, 2019.

**SELECTION PROCEDURE:** Applicants will be evaluated on the following criteria:  
Experience and Training - 50%  
Oral Interview – 50%

**CLOSING DATE:** Applications accepted until 4:30 PM, Friday, May 24, 2019.

EOE M/F/V/H

The City of Columbia Heights does not discriminate on the basis  
of disability in employment or the provision of services