



Engineering Technician – Permits and Programs

The Ohio Turnpike and Infrastructure Commission

If you want to accelerate your career growth, you need to stop thinking about today. Instead, think year one and beyond. Bring your talents and goals to one of Northern Ohio's vital resources and join the future of transportation.

If you are interested, here's what we can offer you:

- Salary range from \$54,502.24 - \$66,192.88 annually
- Excellent pension, and health care benefits
- Generous paid leaves
- Growth and advancement
- Educational assistance and reimbursement

Main Job Tasks and Work Characteristics:

- Assists the Deputy Chief Engineer and Engineering staff with preparation of minor project plans and specifications; prepares requisitions and purchase order documents for miscellaneous products and services; assists in managing online permits for the Long Combination Vehicle (LCV) and Over-Dimensional permit system; maintains files and coordinates with other Engineering staff personnel for project issues; prepares files and drawings for off-site storage and document imaging; performs any other duties as may be assigned by the Deputy Chief Engineer.
- Knowledge of civil engineering and construction principles. Skill in use of Excel, Word, Access, AutoCAD and / or other computer aided drafting software. Ability to comprehend and interpret variety of civil engineering principles, techniques, procedures, criteria, plans, specifications and related data; define problems, collect data, establish facts and draw valid engineering/technical conclusions; use statistical analysis; cooperate with co-workers on group projects; handle routine contacts with government officials, consulting firms, contractors and general public. Knowledgeable in the use of GIS type systems and asset management software.

Unusual Working Conditions:

- The predominant work environment is the office; however, must be physically capable and sufficiently agile to perform a variety of field activities, which may require climbing, walking, running and lifting, visual and auditory observations. The work environment includes driving and field inspections during the day and night. May be exposed to extreme weather conditions, dirt, grease, dust, unpleasant odors, confined spaces and loud noises while working outdoors. Must be able to navigate construction work sites on foot. Some climbing of ladders or obstacles may be required. May require varying work hours based upon construction season and projects. Required to travel throughout the distance of the Ohio Turnpike.

Minimum Qualifications:

- A minimum of three (3) years' experience in a responsible position involving computer engineering and construction projects or an Associate Degree in Construction Technology or related field. Strong written and oral communication skills required. Must possess and maintain a valid State of Ohio driver's license.

Application Process:

Those interested may obtain a copy of the employment application [HERE](#). Individuals must print the application, fill out using a blue or black pen, and send it along with a cover letter and resume via U. S. mail to:

The Ohio Turnpike & Infrastructure Commission
Attn: Human Resource Generalist
Human Resources Department
Reference Code: Engineering Tech
682 Prospect Street
Berea, Ohio 44017

Applications will be received until position is filled.

The Ohio Turnpike and Infrastructure Commission is an *Equal Opportunity Employer*