

Job Posting

Job Title Engineering Aide Senior

Job ID 31998

Location St. Paul

Full/Part Time

Full-Time

Regular/Temporary

Unlimited

[Return to Previous Page](#)

[Switch to Internal View](#)

Logo

BWSR is the state soil and water conservation agency, and it administers programs that prevent sediment and nutrients from entering our lakes, rivers, and streams; enhance fish and wildlife habitat; and protect wetlands. The 20-member board consists of representatives of local and state government agencies and citizens.

Job Details

Job Class: Engineering Aide Senior

Working Title: Wetlands Engineering Aide

Who May Apply: Open to all qualified job seekers

Date Posted: 04/18/2019

Closing Date: 05/10/2019

Hiring Agency/Seniority Unit: Water & Soil Resources Board

Division/Unit: Engineering

Work Shift/Work Hours: Day Shift

Days of Work: Monday - Friday

Travel Required: Yes

Salary Range: \$21.44 - \$30.19/hourly; \$44,767 - \$63,037/annually

Classified Status: Classified

Bargaining Unit/Union: 207 - AFSCME

Work Location: St Paul

Employment Condition: Full-Time, Unlimited

FLSA Status: Non-Exempt

Connect 700 Program Eligible: Yes

Job Summary

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This position is responsible for performing technician work for investigation, design, and construction oversight of conservation practices for soil erosion control, water quality protection, and fish and wildlife habitat restoration with an emphasis on restoration of drained and degraded wetlands and shallow lakes. The

incumbent serves as an engineering aide providing technical assistance to a wide range of civil and agricultural engineering projects, all under the direction of a professional engineer or lead senior/principal engineering technician. The position purpose includes development and coordination of effective engineering technician assistance, in partnership with Soil and Water Conservation Districts (SWCDs), other local, state, and federal governmental units, and protect partners.

Duties include:

- Performing and/or assisting with performing site investigations, researching available information, and developing project concept plans.
- Preparing and/or assisting with preparing accurate, clear, comprehensive, and well organized feasibility studies, preliminary designs, and design reports.
- Assisting with the preparation of final designs, construction plans, specifications, and associated project construction documents.
- Providing necessary inspection, supervision, and construction management of assigned projects.
- Providing assistance and technical support to Section and other agency staff to help maintain agency/unit operations and perform other related duties.

Qualifications

Minimum Qualifications:

- One (1) year of para-professional experience in site investigation, design, layout, and construction of soil and water conservation or related civil/agricultural engineering practices. An associate's degree in Civil Engineering Technology, Design and Drafting, or closely related field may substitute for one (1) year of experience.
- Training and/or experience using AutoCAD Civil 3D for civil engineering computer aided design.
- Ability to perform moderate level mathematical and geometric calculations.
- Ability to interpret maps and aerial photos, develop construction plans, specifications and cost estimates.
- Ability to conduct field surveys and interpret/reduce survey data using a variety of survey equipment including survey grade GPS.
- Ability to conduct moderate level design analyses and prepare CAD based construction plans.
- Ability to perform construction staking, oversee construction work, conduct as-built surveys and prepare as-built drawings.
- Ability to operate field equipment including pickup trucks and all-terrain vehicles (ATV's) and to work in rough terrain and adverse weather conditions.
- Written and oral communication skills sufficient to convey information to affected parties with varying amounts of knowledge and expertise.
- Human relations skills sufficient to interact with landowners and agency clientele, and assure program compliance and construction quality.

Preferred Qualifications:

- Associate of Science or technical college degree specially related to one of the following disciplines: Civil, Environmental or Agricultural Engineering, Surveying, Natural Resources and Environmental Studies, Geography, or equivalent.
- Ability to provide positive leadership to staff, local government, state and federal partners, and conservation program's clientele to meet project goals and objectives.
- Ability to professionally represent BWSR at public and private meetings, convey information accurately, simulate feedback and discussion, and confirm decisions made.
- Training and/or experience using computer software and hardware for hydrology and hydraulic analysis.

Additional Requirements

It is the policy of the Board of Water & Soil Resources that those offered employment submit to the following background check prior to employment. All job offers are contingent upon passing the following components:

1. Driver's License history
2. Employment reference checks will be conducted on all finalists. This may include a review of documentation related to job performance. It also includes contact with the applicant's former employer(s).

Must be legally authorized to work in the country of employment without sponsorship for employment visa status (e.g. H1B status.)

Application Details

Why Work For Us

- A minimum of 108 hours (13 days) of paid vacation and 108 hours of sick time, PLUS eleven holidays. That's a total of 304 hours of paid time off (38 days) per year.
- Medical premiums for a family are only \$210.00 per month, while individual coverage is \$31.00 per month with low out of pocket maximum deductibles, depending on the plan selected. [You can find more details here.](#)
- Flexible schedules, ability to telework, work/family balance environment.

How to Apply

Click "Apply" at the bottom of this page. If you have questions about applying for jobs, contact the job information line at 651-259-3637.

For additional information about the application process, go to <http://www.mn.gov/careers>.

Our "Minimum Qualifications" are not flexible. In order to be considered for any position at the State, your resume must clearly and explicitly (in the plainest possible language) demonstrate exactly how you meet the minimum qualifications. If you also possess the preferred qualifications, they too should be stated as plainly as possible.

NEVER use an experience-based resume to apply to the State of Minnesota. Your resume must be laid out chronologically so that we can compare candidates in the most equitable way.

Contact

If you have questions about the position, contact Tom Wenzel at thomas.wenzel@state.mn.us or (651) 296-0883.

If you have questions about C700, contact Nicole Kruse at Nicole.Kruse@state.mn.us.

AN EQUAL OPPORTUNITY EMPLOYER

The State of Minnesota is an equal opportunity, affirmative action, and veteran-friendly employer. We are committed to providing culturally responsive services to all Minnesotans. The State of Minnesota recognizes that a diverse workforce is essential and strongly encourages qualified women, minorities, individuals with disabilities, and veterans to apply.

We will make reasonable accommodations to all qualified applicants with disabilities. If you are an individual with a disability who needs assistance or cannot access the online job application system, please contact the job information line at 651-259-3637 or email careers@state.mn.us. Please indicate what assistance you need.

[Return to Previous Page](#)
[Switch to Internal View](#)
