

## Job Posting

**Job Title** Engineering Specialist

**Job ID** 31991

**Location** St. Paul

**Full/Part Time**

Full-Time

**Regular/Temporary**

Unlimited

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**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 Specialist**

**Working Title: Wetlands Engineering Technician**

**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:** \$25.62 - \$37.88/hourly; \$53,494 - \$79,093/annually

**Classified Status:** Classified

**Bargaining Unit/Union:** 212 - MGEC

**Work Location:** St Paul

**Employment Condition:** Unlimited, Full-Time

**FLSA Status:** Non-Exempt

**Last Incumbent:** New Position

**Supervisor Name:** Tom Wenzel

[Connect 700 Program Eligible:](#) Yes

**Job Summary**

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The position exists to perform engineering technician work for investigations, design, and construction supervision 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 technician providing project management and technical assistance to a wide range of civil and agricultural engineering projects, all under the direction of a professional engineer or Senior Engineering specialist, as assigned. 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 site investigations, researching available information, and developing project concept plans.
- Preparing accurate, clear, comprehensive, and well organized feasibility studies, preliminary designs, and design reports.
- Preparing 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:**

- Three (3) years 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.
- Proficient skills using AutoCAD Civil 3D for civil engineering computer aided design and survey functions.
- Ability to interpret maps, aerial photos, and LiDAR data; and prepare exhibits, maps, and plans from survey data.
- Ability to perform high level mathematical and geometric calculations.
- Ability to conduct field surveys and interpret/reduce survey data using a variety of survey equipment including survey grade GPS.
- Ability to use computer software and hardware for hydrology and hydraulic analysis, and develop construction plans, specifications, and cost estimates for projects with varying complexity.
- Ability to verify compliance with construction plans and specifications, prepare field reports, conduct as-built surveys, and prepare as-built drawings, and final project certifications.
- Ability to operate field equipment including pickup trucks and all-terrain vehicles (ATV's) and to work in rough terrain and adverse weather conditions.
- Leadership skills to serve as a survey crew leader and provide positive leadership to staff, local government, state and federal partners, and conservation program's clientele to meet project goals and objectives.
- 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 professionally represent BWSR at public and private meetings, convey information accurately, simulate feedback and discussion, and confirm decisions made.

## Additional Requirements

This position requires an unrestricted Class D Driver's License with a clear driving record.

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).

### 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](mailto:thomas.wenzel@state.mn.us) or (651) 296-0883.

If you have questions about C700, contact Nicole Kruse at [Nicole.Kruse@state.mn.us](mailto:Nicole.Kruse@state.mn.us).

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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](mailto:careers@state.mn.us). Please indicate what assistance you need.

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