

Class Concept:

Positions in this class perform routine or standardized work supporting higher level technicians and engineers by collecting, reviewing, analyzing, verifying, editing, computing, coding, updating, entering and processing field data. The work of this class is a combination of clerical and limited technical support. Positions support higher level technicians and engineers by performing manual or computer generated preliminary and intermediate mathematical computations using standardized formulas on data received from field and various other sources; or collect vehicle speed and classification data, indicating the level of highway use by type of vehicle.

Recruitment StandardsKnowledge, Skills, and Abilities:

- Knowledge and understanding of basic math concepts, principles and practices.
- Knowledge and understanding of the basic concepts, practices, and theories used in the technical specialty area with limited supervision.
- Professional level knowledge of applicable standards, guideline, methods, and the tools involved in the performance of surveying, testing, or technical specialty area.
- Ability to perform a limited variety of standardized assignments in the collection and processing of data.
- Ability to collect vehicle speed and classification data by setting up electronic devices which requires installing pneumatic tubes or inductive loops on the pavement, selecting and loading the correct program in the collector, calibrating the equipment, observing during the collection operation, downloading the data to a storage device and hard copy and performing basic repair and maintenance to the collection equipment.

Minimum Education and Experience:

High school or General Educational Development (GED) diploma; or an equivalent combination of education and experience.