AUBURN
Human Resources

Tech I, Engineering

Job Description

JOB INFORMATION

Job Code	JB03A
Job Description Title	Tech I, Engineering
Pay Grade	FM08
Range Minimum	$34,070
33rd %	$38,610
Range Midpoint	$40,880
67th %	$43,160
Range Maximum	$47,700
Exemption Status	Non-Exempt
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	1/5/2012

JOB FAMILY AND FUNCTION

Job Family:	Facilities, Maintenance, & Operations
Job Function:	Engineering Operations

JOB SUMMARY

Performs work associated with laboratory and/or research equipment installation, fabrication, maintenance, and/or repair.

RESPONSIBILITIES

- Installs, tests, repairs, and maintains equipment used in research and instruction.
- Schedules testing and use of equipment.
- Instructs and assists students and faculty in the proper use of research-related and/or instructional equipment and models while following safe operating procedures.
- Oversees inventory and security of equipment and supplies for laboratory and/or fabrication shop.
- Assists with the design of prototype equipment, instruments, devices, components, and systems.
- Operates machinery and equipment associated with research and/or instruction.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Associate's Degree	Coursework in Engineering related field	and	0 years of	Experience in the practices of assisting in engineering design and manufacturing	

Substitutions Allowed for Experience	Yes
Substitution allowed for Experience: When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Knowledge of processes, methods and procedures associated with a limited range of engineering or scientific problems.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
	May require position specific certifications such as field testing technician certification and concrete technician certification.	Upon Hire	Required	

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking				X		
Sitting			X			
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching				X		
Reaching				X		
Talking				X		
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:
Ability to see information in print and/or electronically.