

## Please Post

9 December, 2019

### NOTICE OF VACANCY

TITLE: Engineering Aide

JOB STATUS: Full time – 40 hours/week

DEPARTMENT/DIVISION: Department of Engineering & Planning  
Division Engineering

DATE OF VACANCY: Immediately

SALARY RANGE: \$35,351 to \$63,076

CLOSING DATE FOR APPLICATIONS: December 19, 2019

TENTATIVE START DATE: To be determined

### REQUIREMENTS:

#### **License:**

Appointees will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility, is necessary to perform the essential duties of the position.

#### **Knowledge and Abilities;**

Knowledge of methods and techniques used in maintenance and construction work and of the methods used in making basic arithmetic calculations and of the fundamentals of algebra, plane geometry, and trigonometry.

Ability to understand, remember, and carry out written and oral directions and to learn quickly from written and oral explanation and from demonstration.

Ability to learn to utilize various types of electronic and/or manual recording and information systems used by the agency, office, or related units.

### JOB DUTIES:

Under direction, performs routine, repetitive, and noncomplex field and office work as a chairman and rodman, and assists in instrument operation, makes the less difficult mathematical calculations, and reduces level notes; does related work as required.

### **RETURN COMPLETED APPLICATIONS TO:** (on Standard County Application Form)

Office of Employee Services  
Sussex County Administrative Center  
One Spring Street  
Newton, NJ 07860

The County of Sussex provides Equal Employment Opportunities to all applicants regardless of race, creed, color, ancestry, sex, age, disability, marital status, national origin, atypical, hereditary, cellular or blood trait, or on the basis of affectional or sexual orientation.