



**NEW JERSEY DEPARTMENT OF TRANSPORTATION**  
**Public Posting**

**POSTING #:** 23-00082

**TITLE:** Engineering Technician Apprentice

**ISSUE DATE:** 3/3/2023

**TITLE CODE:** 10119

**CLOSING DATE:** 3/31/2023

**DIVISION:** Capital Program Management

**LOCATION:** Ewing

**UNIT:** Bridge Engineering & Infrastructure Management

**RANGE:** A13

**SALARY:** \$40,719.93-\$46,158.00

**POSITION:** 2

**WORK WEEK:** 40 Hours

The New Jersey Department of Transportation (NJDOT) is accepting applications for candidates interested in the position of **Engineering Technician Apprentice** within the Division of Capital Program Management (CPM), Bridge Engineering & Infrastructure Management. Structural Design Unit Engineering Technician Apprentices are assigned a 40 - hour work week. Current starting salary is between \$40,719 and \$46,158, based on experience. Upon successful completion of the twenty - four (24) month apprenticeship program, appointees will be eligible for advancement to the title of Engineering Technician 1. As a NJ State Department, NJDOT offers a comprehensive benefits package including Health Care (medical, prescription drug, dental and vision care), Pension, Deferred Compensation, 13 paid holidays, and Benefit Leave (12 vacation days, 15 sick days and 3 administrative days).

Within the Division of CPM, Bridge Engineering & Infrastructure Management, the Structural Design unit performs in - house structural design work on various types of structures. In addition, this unit also performs quality assurance reviews of in - house projects and provides technical support and guidance to other units on structural related matters. During the construction phase of projects, the Structural Design unit reviews and approves the shop drawings and works with consultants to resolve any construction issues.

**POSITION DESCRIPTION**

Under close supervision of an engineer or higher - level technician, an apprentice receives on - the - job training in performing various semiskilled engineering support functions of a technically routine nature which may involve some duties requiring physical exertion and manipulative ability; does other related duties as required.

Below is a list of examples of the work an appointee will be expected to learn. Job duties and responsibilities will vary between units. A particular position may not perform all duties listed, and conversely, all duties performed on the job may not be listed.

- Assist in the preparation of contract drawings of structural components of bridges and sign structures using the data provided by the engineers, as well as revising survey/reference files for accuracy on the drawings. Contract drawings include preparing required plans, elevations, sections, details, and quantity schedules using MicroStation/ProjectWise software.
- Assist in the review of shop drawings for compliance with the contract documents.
- Assist in the preparation of required mathematical calculations.
- Assist in the monitoring and maintenance of the design project and drawing files for structural projects within the design group through the ProjectWise system and hard copy flat files.
- Assist engineers in the collection and recording of data through use of photography, measurements, and sketches during field trips/investigations and using the information gathered in structural design projects.

## **PREFERRED SKILLS AND EXPERIENCE:**

- Basic math skills and the ability to prepare mathematical calculations.
- MicroStation and/or ProjectWise CADD software experience preferred.
- Ability to collect and record field data through use of digital camera, tape measure, written notes, and sketches.
- Basic computer skills are preferred.

The inability of an employee in the Apprentice title to successfully complete the required apprenticeship period and attain a level of performance warranting advancement to the Engineering Technician 1 title, shall be considered as cause for separation from employment.

## **REQUIREMENTS**

### **EDUCATION**

High school diploma and satisfactory completion of high school level courses in basic mathematics which shall have included completion of courses in Geometry and Algebra levels 1 and 2.

**License:** Appointee may be required to possess a Driver's License valid in New Jersey.

**Work Authorization:** Applicants must be authorized to work in the United States according to the Department of Homeland Security, United States Citizenship and Immigration Services regulations. NJDOT does not provide sponsorship or accept student OPT/CPT programs, F1 or H1B work authorization visas.

**Residency:** All persons hired on or after September 1, 2011 have one year from the date of appointment to establish, and then maintain, principal residence in the State of New Jersey subject to the provisions of N.J.S.A. 52:14 - 7 (P.L. 2011, c. 70), also known as the "New Jersey First Act."

## **TO APPLY**

**You must apply through the NJDOT website at: <https://www.state.nj.us/transportation/about/employ/openings.shtm>**

Submit a complete packet by the closing date that includes the following documents:

- NJ State Application for Employment (Application and instructions can be found at link above)
- Letter of interest
- Current resume

## **IMPORTANT NOTES**

**Incomplete Packets:** Applicants MAY NOT be considered if they fail to provide all requested documents upon initial submittal or fail to follow instructions when submitting electronically. Applicants will be selected for an interview on the basis of their application/resume.

**Current State employees:** Any appointments made that involve movement may result in a forfeiture of rights to any promotional lists in their former unit.

NJDOT provides reasonable accommodations to applicants with disabilities where appropriate. If you need a reasonable accommodation for any part of the application and hiring process, please email dot - hr.ada@dot.nj.gov. Determinations on requests for reasonable accommodation will be made on a case - by - case basis.

**SAME APPLICANTS:** If you are under the NJ "SAME" program, your supporting documents (Schedule A or B letter), must be submitted along with your resume by closing date indicated above. For more information on the SAME Program visit their Website at: <https://nj.gov/csc/same/overview/index.shtml> , email: [SAME@csc.nj.gov](mailto:SAME@csc.nj.gov) , or call CSC at (833) 691 - 0404.

**New Jersey Is An Equal Opportunity Employer**