



# Department of Human Resources & Civil Service

## Summer Job Announcement

Adam J. Bello  
County Executive

Andrea M. Guzzetta Zury  
Director

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**TITLE:** Engineering Aide, Seasonal

**SALARY:** \$16.81 - \$21.01 per hour

**LOCATION:** Department of Transportation, Highway Engineering & Operations Division  
50 West Main Street, Suite 6100, City Place Building, Rochester, New York 14614

**SCHEDULE:** 14 week assignment – 40 hours/week, Monday-Friday 8:00am – 5:00pm, Feb - August (flexible)

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**Job Summary:** This is a seasonal technical position in the Bridge and Highway Engineering Division. Duties include assisting engineers in conducting field inspection of bridges and culverts and recording the field observations, taking photos of structures and inputting field data utilizing a laptop computer. Other work may include field recording, updating storm sewer data, performing a variety of clerical tasks, which require familiarity with engineering terminology and methods, and accompanying engineers on site visits and field office meetings.

**Residency Requirement:** Must be a Monroe County resident.

**Minimum Qualifications:** Matriculation into and completion of two (2) years (sixty (60) semester credit hours or ninety (90) quarter hours) towards an Engineering, Chemistry, Computer Science, Environmental Management Science, Geography, Information Technology, Architecture, Management Information Systems, Automotive Technology or related Bachelor's degree program, or matriculation into a Master's degree program in one of the above mentioned or related fields.

**\*\*Please include a student transcript with your application\*\***

**Special Requirements:** If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State, or otherwise demonstrate your capacity to meet the transportation need of the position.

**Preferred Qualifications:**

1. Ability to operate a personal computer using software such as Word, Excel, Access, etc.
2. A basic understanding of engineering/science principals;
3. Ability to follow oral and written instructions;
4. Ability to work well with others;
5. Ability to climb over/under bridges and steep embankments.

**Additional Information:**

1. This position is considered safety sensitive; therefore, candidates for employment with Monroe County Government will be required to pass a pre-employment drug test.
2. Must be at least 18 years of age.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

Monroe County Department of Human Resources  
**Summer Employment**  
39 W. Main Street - Room 210  
Rochester, NY 14614-1471

**Posting Deadline:** Until Filled

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210 County Office Building, 39 West Main Street, Rochester, NY 14614-1471

PHONE: (585) 753-1700 TTY: (585) 753-1091 WEB SITE: <http://www.monroecounty.gov>

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An Equal Opportunity Employer