



**Office of Personnel and Civil Service  
Job Announcement  
Please Post Conspicuously**

Michael Mascarenas  
County Manager

Shaun Gilliland  
Chairman of the Board

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**TITLE:** **ENGINEERING INTERN (2 VACANCIES)**

**SALARY:** \$15.48/HR.  
Current employees hired **PRIOR** to 2009, please contact the Personnel Office for rate of pay.

**LOCATION:** Essex County Department of Public Works, Lewis

**BENEFITS:** Health Insurance, Dental Insurance, Sick, Vacation, and Personal time, NYS Retirement, Life Insurance, Flexible Spending Plan, Paid Holidays, Employee Assistance Program, Employee Premium Enhancement, and 40 Hour work weeks (Monday-Friday).  
**\*\*BENEFITS BASED ON EMPLOYMENT STATUS\*\***

**JOB SUMMARY:** Engineering Interns will be provided work assignments that are designed to provide a real-world opportunity to work side-by-side with professional staff committed to providing quality municipal services. Work assignments are provided by the Department of Public Works Superintendent, the Deputy Superintendent, the Environmental Manager or Engineering Staff within the Department of Public Works. An incumbent in this class will generally be expected to perform research and special projects as necessary. The incumbent will perform all related duties as necessary. Candidates meeting the minimum qualifications will be appointed to serve on a temporary basis only.

**Typical Work Activities for 2023 may include:**

- Performs research and special projects as assigned.
- May be required to attend committee meetings in order to learn committee function and structure.
- Assists with collecting, processing, and displaying of analytical highway & municipal data including GIS.
- Assists with Computer Aided Design (CAD), and related problems.
- Assists with field surveying.
- Assist the professional staff with their duties.

**Take Away Duties include:**

- Transportation Infrastructure Asset Management.
- Building Systems Design.
- Road Substructure Design.

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Essex County Dept. of Personnel & Civil Service  
Essex County Government Center, 7551 Court Street, P.O. Box 217, Elizabethtown, NY 12932



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518.873.3360

**Essex County is an Equal Opportunity Employer**

**MINIMUM QUALIFICATIONS:**

(A) Currently enrolled in a regionally accredited college or university with concentrated studies in Engineering, Construction Management, Geographic Information Systems (GIS) or closely related field; or

(B) High School Graduate pursuing a degree in Engineering, Construction Management, Geographic Information Systems (GIS) or closely related field.

**SPECIAL REQUIREMENTS:** Possession of a valid NYS Driver's License.

**Residency Requirement:** There is no residency requirement.

**Additional Information:** Persons seeking employment with Essex County shall be required to submit to a drug and alcohol screening/testing, pre-employment physical, and additionally may be required to submit to a fingerprint background check, depending upon the specific requirements of the position.

**Posting Date:** April 26<sup>th</sup>, 2023

**Application Deadline:** May 8<sup>th</sup>, 2023



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