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## FACILITIES SUBSECTOR COLLECTIVE AGREEMENT BENCHMARK

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**Job Family:** Miscellaneous

**Class Series:** Technical Assistants/Engineering Technicians

**Grid:** 36

**Class Title:** Engineering Technician II

### **I. Level Definition**

Positions at this level design and/or analyse major construction or renovation proposals, prepare cost estimates and specifications for major projects, submit recommendations in order to ensure efficient utilization of available equipment, materials and personnel, and/or supervise designated staff.

### **II. Typical Duties**

- (1) Designs and prepares specifications for major construction, renovation, alterations and maintenance projects.
- (2) Analyses major projects by preparing cost estimates, comparing alternatives and making recommendations for final project approval.
- (3) Compiles and submits detailed progress reports related to ongoing projects.
- (4) Develops and maintains a cost data bank for related projects.
- (5) Supervises designated staff by scheduling and co-ordinating work assignments, evaluating employee performance and determining related training and orientation requirements.
- (6) Monitors expenditures and makes recommendations regarding budget for assigned area.
- (7) Performs other related duties as assigned.

### **III. Qualifications**

#### **(1) Education, Training and Experience**

Grade 12, graduation from a recognized program in drafting plus five years' recent, related experience, including one year in a supervisory capacity, or an equivalent combination of education, training and experience.

#### **(2) Skills and Abilities**

- (i) Ability to communicate effectively both verbally and in writing.
- (ii) Ability to deal with others effectively.
- (iii) Physical ability to carry out the duties of the position.
- (iv) Ability to organize work.
- (v) Ability to operate related equipment.