## **JOB ANNOUNCEMENT**



## ENGINEERING AIDE I PUBLIC WORKS DEPARTMENT CITY OF WOODLAND

Full-time union position

Salary: \$20.57 - \$21.89/hour

The City of Woodland, WA is seeking qualified candidates for the position of Engineering Aide I for the Public Works Department. This position provides support to the Public Works Director and other senior staff. The position duties include a variety of technical support functions related to public/private development and civil engineering design under the supervision of the Public Works Director and/or his designee(s). Regular duties involve answering the phone, assisting walk in requests, maintaining records, preparing maps and sketches, researching records, recording documents, maps and data related ifrastructure, providing support for various Public Works permits, other related programs and inner departments. This position responds to numerous questions by the citizens, property owners and land developers at the counter and on the phone. This position will assist in solving field and office problems. This position may also include special assignments as directed. A detailed city application packet may be obtained at the city website. Submit completed online application at the portal at www.ci.woodland.wa.us .

Closing date: Must be <u>received</u> by Friday, **October 21st, 2022 5:00 p.m.** (postmarked applications will not be accepted.)

Publish: Reflector Sept 14, 21, 28, Oct. 5, 12 & In House Posting

Cc: N/A

Post: City Hall, Public Works Shop, Police Station