

## TECHNICAL ANALYST SENIOR

### Nature of Work

Performs work at the administrative and supervisory level in charge of a department and/or units that provides a wide variety of services, or creative works, the adequate performance of which requires engineering education, training and experience in the application of special knowledge of the mathematical, physical and engineering sciences to such services or creative work as consultation, investigation, evaluation, and planning of engineering works and systems; planning the use of land and water; review of construction projects for the purpose of assuring compliance with plans any of which embraces such services or work, either public or private, in connection with any utilities, structures, buildings, machines, equipment, processes, work systems, projects and industrial or consumer products or equipment of a mechanical, electrical, hydraulic, pneumatic or thermal nature, insofar as they involve safeguarding life, health or property, and including such other professional services as may be necessary to the planning, progress and completion of projects. May involve occasional field activities and performs related work as required.

### Distinguishing Characteristics

Has full responsibility for developing procedures, organizing operations, planning, scheduling, and evaluating the agency. Performs predominantly administrative duties involving budgeting, staff, coordinating and reporting activities. Supervises multiple recognized organization units of engineering staff and professional, technical, and support staff.

### Examples of Work

Supervises the activities of several units of professionals and other staff; defines the mission and goals of each unit, assigns a budget, and evaluates the efficiency of the units by results received.

Represents the department and/or units before various boards and other groups in administrative matters.

Reviews the activities of subordinates' in the performance of their work.

Attends meetings with agency management to establish policy and procedure, budget and staffing allotments, legislation, and other matters as they pertain to the projects.

Attends state and national meetings and seminars to gain and/or share engineering knowledge.

Coordinates complex construction projects.

May review subordinates' project analyses of plans and/or contracts for projects; works closely with other agencies, departments, and/or units for which he/she has managerial responsibilities to assure quality of work and adherence to government's standards and procedures.

**TECHNICAL ANALYST SENIOR - Cont'd.**

**Examples of Work - Cont'd.**

Write reports detailing recommendations, conclusions, and findings from inspections and reviews.

Reads professional journals and trade publications to gain knowledge of new technologies; assigns reading materials to subordinates.

**Knowledge, Skills and Abilities**

Knowledge of laws, agency policies and practices pertaining to agency jurisdiction.

Knowledge of equipment and instruments used in various types of engineering.

Knowledge of the fundamentals of various types of engineering.

Ability to direct the work of professional staff.

Ability to communicate effectively, both orally and in writing.

**Minimum Qualifications**

**Training:** Bachelor's degree from a regionally accredited college or university with a major in Engineering; OR, Bachelor's degree from an ABET accredited college or university with a major in Civil, Electrical, Electrical Design, Mechanical or Mining Engineering Technology.

**Experience:** Eight years of full-time or equivalent part-time paid employment in Engineering.

**TECHNICAL ANALYST SENIOR - Cont'd.**

**AREAS OF ASSIGNMENT:**

Agricultural Engineering  
Architectural Engineering  
Chemical Engineering  
Civil Engineering  
Civil Technology Engineering  
Electrical Design Engineering Technology  
Electrical Engineering  
Electrical Engineering Technology  
Environmental Engineering  
Geologic Engineering  
Industrial Engineering  
Mechanical Engineering  
Mechanical Technology Engineering  
Mining Engineering  
Mining Technology Engineering  
Petroleum Engineering  
Photogrammetric Engineering  
Public Health Engineering  
Rehabilitation Engineering  
Sanitary Engineering  
Structural Engineering

Established: 03/20/2008

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