



## TOWN OF COLLIERVILLE POSITION VACANCY

**OPEN TO:** General Public

**TITLE:** Engineering Technician

**LOCATION:** Engineering Department

**OPENING DATE:** September 3, 2024

**CLOSING DATE:** Until Filled

**JOB NUMBER:** JN24-67DE

**CLASS CODE:** 0736

**SALARY RANGE:** \$42,057 - \$54,674 annually (DOQ) with *excellent benefits package*

**FLSA STATUS:** Non-Exempt

**PRIMARY FUNCTION:** The purpose of this classification is to perform specialized administrative work, coordinate administrative activities, and process information/documentation relating to the Engineering Division.

**QUALIFICATIONS:** High school diploma or GED required, associate's degree preferred; supplemented by Three (3) years' experience and/or training with knowledge in construction, storm water drainage, roadway construction, erosion control, and estimating; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job.

**LICENSES:** Must possess a valid Driver's License.

**NOTES:** Tasks require the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and/or pulling of objects and materials of light weight (5-10 pounds). Tasks may involve extended periods of time at a keyboard or workstation.

Selection process may include: examinations, interviews, assessment centers, practical skills, etc. Drug testing may be required.

**WE REGRET WE ARE UNABLE TO ANSWER ALL INQUIRIES. WE WILL ONLY NOTIFY CANDIDATES SELECTED FOR TESTING OR INTERVIEWS.**

APPLY: Human Resources Office, 500 Poplar View Parkway, Collierville, TN

NOTES: Please submit a new application each time you apply for a Town job. Pursuant to Tennessee open records law, applications and resumes are subject to disclosure.

---

THE TOWN OF COLLIERVILLE IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE IN HIRING. MINORITIES, WOMEN AND DISABLED ARE ENCOURAGED TO APPLY. IF YOU HAVE A DISABILITY AND REQUIRE SPECIAL ACCOMMODATIONS DURING THE SELECTION PROCESS, PLEASE NOTIFY THE HUMAN RESOURCES OFFICE AT (901) 457-2290. THE TOWN OF COLLIERVILLE IS A DRUG FREE WORK PLACE.