

STUDENT EMPLOYMENT OPPORTUNITY

TECHNICAL ASSISTANT - 2 POSITIONS Physical Services, Roads and Bridges

The County of Lennox & Addington is seeking applications for 2 Technical Assistants. (April - September)

DUTIES:

- administer a traffic counting program including data collection, processing and analysis
- process and update engineering records database
- assist with field supervision, inspection and contract administration of maintenance contracts
- infrastructure data collection with Global Positioning System equipment
- provide engineering assistance to the Roads and Bridges Department staff

QUALIFICATIONS:

- currently enrolled in a program of study in **civil engineering** at either a university or community college and returning in the fall of 2010
- strong organizational, prioritization and problem solving skills
- proficient in Microsoft Word, Excel, Access and familiarity with AutoCad
- provide a clear criminal record information check
- possess a valid driver's licence with a clean driver's abstract
- provide personal vehicle for transportation for which authorized mileage will be reimbursed

SALARY:

Position to start April 26, 2010 for approximately 19 weeks (35 hours per week) at a salary of \$13.84 per hour pending budget approval.

Please forward a resume and covering letter by 4:30 p.m., Friday, February 26, 2010 to:

Darrel Lott, C.E.T.

Construction Technologist

County of Lennox and Addington

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