

**ASSISTANT ELECTRICAL ENGINEER**

**General Statement of Duties and Responsibilities**

Under supervision, performs electrical engineering work of moderate difficulty and responsibility; may supervise subordinate employees; performs related work.

**Examples of Typical Tasks**

Supervises a small unit or group engaged in the performance of design, construction supervision, inspection and testing, or drafting and tracing work.

Engages in research, investigations, studies or examinations related to the engineering functions or activities of a department or agency.

Prepares designs, plans, contract and working drawings, contract specifications and other technical specifications, and estimates of quantities.

Participates in, and may supervise, major inspection operations by observing, checking and certifying the installation of materials or equipment, and by attesting to the performance and the results of tests of materials and equipment in a laboratory, manufacturer's plant or on a job site.

Participates in, and may supervise, the inspection of premises and the construction, demolition or alteration of structures in connection with the issuance of certificates of occupancy or other requisite or pertinent permits and compliance with the provisions of law, rule or regulation.

Participates in, and may supervise, the operation and maintenance of public works and the preparation of recommendations for alterations or repairs.

ASSISTANT ELECTRICAL ENGINEER (continued)

Qualification Requirements

1. A baccalaureate degree from an accredited college in electrical or electronic engineering and one year of full-time satisfactory experience in electrical engineering work; or
2. A baccalaureate degree from an accredited college and a Master's degree from an accredited college in electrical or electronic engineering.

License Requirements

A Motor Vehicle Driver's License valid in the State of New York may be required for certain assignments. If required, this license must be maintained for duration of appointment.

Direct Lines of Promotion

**From:** Electrical Engineering Intern (20302)                      **To:** Electrical Engineer # (20315)

# Possession of a valid New York State Professional Engineer's License is required for promotion to Electrical Engineer.