

ASSISTANT MECHANICAL ENGINEERGeneral Statement of Duties and Responsibilities

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

Examples of Typical Tasks

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

Engages in research, investigation, 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 result 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.

Qualification Requirements

1. A baccalaureate degree in mechanical engineering or related engineering field from an accredited college and two years of full-time paid experience in mechanical engineering; or
2. A valid New York State Professional Engineer's License and two years of full-time paid experience in mechanical engineering; or
3. A master's degree in mechanical engineering or a related engineering field from an accredited college and one year of full-time experience in mechanical engineering.

ASSISTANT MECHANICAL ENGINEER (CONT'D)

Direct Lines of Promotion

Matures From

Mechanical Engineering Trainee (20402)

Promotes To

Mechanical Engineer (20415)
(However, possession of a valid New York State Professional Engineer's License is required for promotion to Mechanical Engineer.)

Promotes From

- * Junior Mechanical Engineer (20406)
- * Mechanical Engineering Draftsman (20405)

Mechanical Engineer (20415)
(However, possession of a valid New York State Professional Engineer's License is required for promotion to Mechanical Engineer.)

*For present incumbents only