Town of Perinton

Job Title:	Assistant Engineer	**Salary Range:**	$83,000 - $92,000
Location:	Department of Public Works 100 Cobbs Lane, Fairport, NY 14450	**Reports To:**	Town Engineer

Job Summary

This is an engineering position responsible for participating in the design, construction, and inspection of a variety of civil and environmental engineering projects. Duties involve assisting the Town Engineer and Assistant to Commissioner of Public Works with storm water permit compliance and design, traffic engineering, highway and utility design/construction inspection, management of capital projects, and private development project review. Does related work as required.

Job Description

ROLE AND RESPONSIBILITIES

- Drafts computer–aided designs for highway or sanitary/storm sewer systems;
- Knowledge of survey principles and how to operate basic survey equipment;
- Review project plans and engineering reports to verify compliance with design standards and specifications.
- Evaluate and recommend improvements for drainage issues that affect the town and its residents.
- Meets with property owners to resolve complaints and obtain easements,
- Inspect all construction sites to ensure that they are complying with the NYSDEC and EPA Phase II storm water requirements.
- Maintains map files, statistical reports, drawings, computerized files, charts, plans, and specifications;
- Calculates capacities of sanitary and storm sewer systems;
- Computes estimates of cost and quantity requirements for bids;
- Interprets engineering and survey maps;
- Performs pond and outfall inspections per Municipal Separate Storm Sewer Systems (MS4).

KNOWLEDGE, SKILLS & ABILITIES

- Working knowledge of civil engineering practices, principles and theories;
- Working knowledge of public works construction and maintenance practices;
- Ability to express technical engineering and planning concepts in drawings, designs, and reports;
- Ability to review plans and specifications for conformance to appropriate design standards;
- Proficient with AutoCAD;
- Ability to deal effectively with the public and use good judgment when responding to residents;
- Capital project management skills and experience;
- Working knowledge of ESRI GIS products; their function and capability
- Good oral and written communication skills.

QUALIFICATIONS AND EDUCATION REQUIREMENTS

Graduation from high school or possession of an equivalency diploma, plus either:

(A) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering, Sanitary Engineering, Environmental Engineering or a closely related field; or

(B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Civil Engineering Technology, Construction Engineering Technology, Engineering Technology or a closely related field plus (1) year paid full-time or its part-time equivalent experience in construction or design work, or surveying; or

(C) Graduation from a regionally accredited or New York State registered college or university with an Associate’s degree in Civil Engineering Technology, Construction Engineering Technology, Engineering

Technology or a closely related field plus (3) years paid full-time or its part-time equivalent experience in construction or design work, or surveying; or

(D) An equivalent combination of education and experience as defined by the limits of (A), (B), and (C) above.

SPECIAL REQUIREMENTS

If you are appointed, you will be required to have a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the job.

Provisional candidates must meet the minimum requirements established by Civil Service, sit for the next examination for the position and be reachable on the resultant civil service list.

Posting Dates	October 22, 2026 – November 6, 2026		
Email Cover Letter & Resume	Nina Cypher Human Resources Director Town of Perinton 1350 Turk Hill Rd, Fairport, NY 14450 ncypher@perinton.gov		