



City of Cuyahoga Falls Engineering Aide III

SALARY	\$32.02 - \$36.56 Hourly	LOCATION	Cuyahoga Falls
JOB TYPE	Full-Time	JOB NUMBER	202500034
DIVISION	Service	DEPARTMENT	Engineering
OPENING DATE	07/23/2025	CLOSING DATE	8/3/2025 11:59 PM Eastern

DESCRIPTION

Overview:

The City of Cuyahoga Falls is seeking a detail-oriented and dependable **Engineering Aide III** to join our Public Works team. Under the guidance of the City Engineer and Assistant City Engineer, this role supports public improvement projects through inspection, technical assistance, and documentation, ensuring high-quality and compliant construction that enhances our city's infrastructure.

Key Responsibilities:

- Conduct field inspections of construction projects with minimal supervision.
- Maintain accurate records related to project progress, contractor payments, and field conditions.
- Monitor construction activities for compliance with City and State Codes, resolving design issues in the field.
- Respond to public inquiries and concerns regarding ongoing projects.
- Report project status regularly to the Assistant City Engineer.
- Assist with duties assigned to Engineering Aide IV.
- Uphold all job-related safety standards and demonstrate consistent attendance.
- Perform additional related tasks as assigned.

Qualifications:

- High school diploma or GED, plus one year of technical or college training in areas such as advanced math, mechanical drawing, surveying, drafting & CAD, civil engineering or engineering technology.
- At least two years of related engineering and surveying experience, or equivalent combination of education and experience.
- Solid understanding of engineering principles and construction practices.
- Proficiency with tools and equipment including CAD software, calculators, pipe locators, and survey tools.
- Ability to communicate effectively both verbally and in writing.
- Strong multitasking and interpersonal skills for public engagement.

Special Requirements:

- Valid State of Ohio driver's license and continued eligibility under the City's driving standards.

- Must be a non-smoker and abstain from all tobacco/nicotine products during employment.

Physical Demands:

This position requires physical activity such as standing, walking, lifting up to 50 pounds, and working in outdoor environments. Exposure to varied weather conditions, mechanical hazards, and moderate noise levels is expected. Reasonable accommodations may be made for individuals with disabilities.

The starting hourly rate is \$32.02. After 5 successful years in the position, the hourly rate is \$36.56. The City offers a very competitive health benefits and compensation package, including a retirement pension through the Ohio Public Employee Retirement System, and regular scheduled step increases. Apply today!

Application Process:

Applications must be submitted online at: <https://www.governmentjobs.com/careers/cuyahogafalls>

Employer

City of Cuyahoga Falls

Address

2310 Second Street

Cuyahoga Falls, Ohio, 44221

Phone

330-971-8195

Website

<http://www.cityofcf.com>

Engineering Aide III Supplemental Questionnaire

***QUESTION 1**

Briefly explain how you meet the minimum qualifications for the position.

* Required Question