



City of Mentor

8500 Civic Center Blvd. • Mentor, OH 44060-2499 • (440) 255-1100

JOB OPPORTUNITY

DATE POSTED: November 10, 2025

CITY OF MENTOR Engineering Tech Part-Time

The City of Mentor currently has a part-time *Engineering Technician* position open in the Building & Engineering Department requiring 24-30 hours per week. Some responsibilities of this position will include basic engineering assignments, permit process, inspections, subdivision plan review, GIS data entry, development of civil engineering project drawings utilizing Auto-CAD to design projects, collect and analyze data, prepare reports, and manage projects and files. Review site plans, residential topographic plans, and general construction of infrastructure projects. Oversee the performance of storm sewers associated with new construction, assist the department with inspections pertaining to the city's MS4 Storm Water Program, and assist in the engineering needs of the residents. Proven experience working well with others including contractors, vendors and most importantly the residents. Preferred requirements include an Associate degree in Civil Engineering Technology or a related field; considerable experience in civil engineering design, construction, or inspection; or any equivalent combination of education, training, and experience. Experience with Auto-CAD and GIS mapping preferred. A HS diploma (GED) and valid State of Ohio driver's license are required.

The hourly rate of pay for this non-exempt position begins at \$21.29 per hour

For additional details and to apply online, visit www.workformentor.com. This position will remain open until filled and applications will be reviewed upon receipt. Paper applications are also available in the HR Department at the Mentor Municipal Center, 8500 Civic Center Blvd., Ohio 44060

The City of Mentor is an Equal Opportunity Employer and will not discriminate in its employment practices due to an applicant's race, color, religion, sex, sexual orientation, gender identity, national origin and veteran or disability status. EOE/ADA