

Amari Adkins

☎ (916) 555-2847 ✉ amari.adkins@example.com

🌐 linkedin.com/example/amariadkins 📍 Sacramento, CA 95818



SUMMARY

Engineering Technician with six years supporting municipal infrastructure, capital improvement programs, and **public works** operations across streets, water, **storm drainage**, sewer, traffic systems, and public areas. Reviews civil plans, specifications, computations, quantities, estimates, permits, and construction documentation using **accepted engineering practice** and applicable regulations. Coordinates consultants, contractors, agencies, property owners, and community stakeholders through design review, bidding, construction inspection, and closeout. Prepares CAD exhibits, RFP scopes, bid packages, funding records, traffic study materials, technical reports, and regulated program inputs for NPDES, SSO, HPMS, and the **Disadvantaged Business Enterprise Program**. Field experience includes surveying support, materials testing records, right of way review, and construction observations. Brings clear judgment, organized project control, and dependable technical communication to complex public infrastructure assignments.

EXPERIENCE

Engineering Technician III, Municipal Infrastructure

July 2024 - Present

DeltaWorks Civil Consulting

Sacramento, CA

Coordinates municipal street, drainage, sewer, and water improvements from **design review** through construction closeout. Leads technical coordination, funding tracking, consultant deliverables, bid preparation, field inspection, and regulated reporting across concurrent public works assignments.

- Coordinated street, drainage, **sewer**, and **water** projects through construction closeout, preserving schedules and funding records.
- Reviewed civil plans, **specifications**, **quantities**, and estimates for constructability and public works compliance.
- Prepared **CAD exhibits**, maps, detail sheets, and graphics for project briefings and maintenance coordination.
- Documented field conditions and installed quantities, supporting change order review with verified calculations.
- Drafted RFP scopes and bid package materials, enabling consistent consultant comparisons and selection support.
- Maintained NPDES, SSO, HPMS, and transportation reporting inputs with contractors and partner agencies.

Engineering Technician II, Municipal Engineering

January 2022 - June 2024

Riverbend Municipal Engineering

Davis, CA

Supported roadway, storm drain, traffic, and utility projects through design comments, permitting, estimating, inspection, and closeout documentation. Prepared technical exhibits and records that connected field conditions, engineering requirements, funding, and interagency decisions.

- Supported roadway, storm drain, traffic, and utility projects through **permits**, **estimates**, schedules, and records.
- Reviewed maps, plans, computations, and specifications against adopted standards and permit conditions.
- Documented construction progress, materials, quantities, and deviations during field inspections.
- Collected turning movement and traffic count data, producing exhibits for engineering evaluation.
- Supported easement, right of way, utility conflict, and permit coordination for active projects.
- Prepared staff report exhibits, technical memoranda, cost worksheets, and **funding** documentation for agencies.

Junior Engineering Technician, Civil Infrastructure

October 2020 - December 2021

Sierra Public Infrastructure Partners

Roseville, CA

Produced design and construction documentation for **streets**, sewers, drainage, and **public areas**. Supported survey coordination, materials testing records, bid preparation, field observations, contractor communication, and permit file control under engineering supervision.

- Produced CAD drawings, maps, quantity takeoffs, and construction exhibits for municipal improvements.
- Checked plan sheets and calculations for completeness, dimensions, formatting, and internal consistency.
- Organized survey notes, **materials testing** results, measurements, and location data for engineering review.
- Compared supervised field observations with approved plans and specifications, flagging construction variances.
- Assembled **bid packages**, contractor correspondence, meeting records, and cost estimate inputs.
- Maintained permit files and answered routine utility and property jurisdiction information requests.

Engineering Technician I, Public Works Support

October 2019 - September 2020

North Valley Engineering Services

Chico, CA

Maintained technical records and prepared CAD, quantity, traffic, and field documentation for municipal roadway, utility, and drainage assignments. Coordinated document routing among engineers, inspectors, consultants, and administrative staff.

- Maintained drawing sets, technical records, permit documents, and correspondence for infrastructure assignments.

- Prepared **CAD exhibits** and map revisions for roadway, utility, and drainage projects.
- Calculated quantities and organized material cost inputs for preliminary project estimates.
- Documented existing conditions, drainage features, progress, and right of way constraints during field checks.
- Compiled traffic observations and count sheets into spreadsheets and summary tables.
- Coordinated document routing among engineers, inspectors, consultants, and administrative staff.

PROJECTS

Municipal Stormwater Compliance Records 📅 2023

Organized NPDES and SSO reporting inputs across field observations, contractor records, permit documentation, and agency coordination. Improved access to reliable technical records for public works review.

Traffic Data and Corridor Exhibits 📅 2022

Collected turning movement and traffic count information, then translated observations into clear CAD exhibits and technical memoranda supporting roadway evaluation and agency decisions.

LEADERSHIP & AWARDS

- Recognized for dependable construction documentation and sound field judgment during municipal infrastructure assignments.
- Selected for expanded technician responsibilities after consistent delivery across concurrent roadway, utility, and drainage projects.
- Trusted by engineers and inspectors to resolve record gaps before bid, construction, and closeout milestones.

EDUCATION

Associate of Science in Civil Engineering Technology

Butte College GPA: 3.5

2019

Oroville, CA

***Coursework:** Civil CAD, surveying, materials testing, construction inspection*

CERTIFICATIONS

- AutoCAD for Civil Infrastructure 📅 2021
- NPDES Construction Stormwater Compliance Training 📅 2023

TECHNICAL SKILLS

- **Civil Design Software:** AutoCAD, CAD exhibits, map revisions
- **Infrastructure Systems:** Streets, water, storm drainage
- **Utility Engineering:** Sewer, utilities, right of way
- **Project Delivery:** Capital projects, construction closeout, schedules
- **Procurement Documents:** RFPs, bid packages, scopes
- **Cost Development:** Cost estimates, quantity calculations, cost worksheets
- **Construction Oversight:** Construction inspections, field checks, change orders
- **Regulatory Programs:** NPDES, SSO, HPMS
- **Transportation Analysis:** Traffic studies, traffic counts, turning movements
- **Field Testing:** Surveying, materials testing, field measurements
- **Permitting Records:** Permits, easements, public right of way
- **Technical Reporting:** Technical memoranda, staff reports, agency reporting

SKILLS

- | | | | |
|--------------------------------|---------------------------|-------------------------|-------------|
| • Public Works Engineering | • Construction Inspection | • Quantity Calculations | • SSO |
| • Capital Improvement Projects | • RFPs | • Permitting | • HPMS |
| • Engineering Plan Review | • Bid Packages | • Traffic Studies | • Surveying |
| • CAD | • Cost Estimating | • NPDES | |

PROFESSIONAL AFFILIATIONS

- Civil engineering technology professional engaged with municipal infrastructure and public works practice.
- Community focused participant in roadway, drainage, utility, and public area improvement efforts.

LANGUAGES

- English (Native)
- Spanish (Intermediate)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST