

## CLASSIFICATION SPECIFICATION

|                           |             |                         |                 |
|---------------------------|-------------|-------------------------|-----------------|
| <b>FLSA:</b>              | <b>NEXP</b> | <b>Job Code:</b>        | <b>ACV34347</b> |
| <b>Job Class Code:</b>    | <b>170</b>  | <b>Salary Schedule:</b> | <b>ANONREG</b>  |
| <b>EEO Category:</b>      | <b>03</b>   | <b>Grade:</b>           | <b>S7</b>       |
| <b>Workers Comp Code:</b> | <b>9410</b> |                         |                 |

|                              |                 |                        |                 |
|------------------------------|-----------------|------------------------|-----------------|
| <b>Job Code Established:</b> | <b>04/23/84</b> | <b>Effective Date:</b> | <b>09/28/92</b> |
| <b>Job Code Revised:</b>     | <b>01/01/00</b> | <b>Effective Date:</b> |                 |

**JOB CODE SERIES:** Highway Transportation Planning Series

**JOB CODE TITLE:** TRANSPORTATION QUALITY CONTROL SPECIALIST

**HRIS TITLE:** TR QC SPCT

**CHARACTERISTICS OF THE CLASS:** Works under general supervision of a first-line supervisor and exercises considerable independent judgment within general agency standards and guidelines; may provide work direction to lower level technicians. Has the authority to reject materials and workmanship which are not in compliance with agency specifications; issue stop work orders for portions of project not in compliance with agency specifications pending review by higher authority; approve or disapprove materials test results. Inspects major, complex contract items, such as structures, structural steel, concrete and asphaltic concrete; documents all phases of project progress, including materials and equipment used, force account work and other pay items; may inspect all phases of a minor construction project; may act as lead worker for lower level staff; may perform a variety of materials inspection, quality control, and equipment repair duties.

Work product consists of highway construction project completed in compliance with agency specifications; completed documentation of all phases of assignment; completed repairs of nuclear density gauges; completed review of materials test results. Responsible for timely and accurate completion of assigned projects; ensuring materials, equipment, and procedures used are in compliance with agency specifications; scheduling, assigning, and reviewing daily work activities of assigned technicians; accuracy of equipment calibrations.

**EXAMPLES OF DUTIES:** Receives, examines, and records details of construction specifications for assigned projects. Visually inspects the construction of structural steel and prestressed bridges and sign structures to ensure compliance with design plans. Observes the mechanical tests such as dye penetrate, ultrasonic, and strand stressing of concrete and steel structures. Calculates land areas, earth forms, circular curves, material quantities, and other quantitative measurements using geometric and trigonometric computations. Examines and verifies numeric data and specifications on source documents by recalculating computations, using geometry or trigonometry. Confers with construction engineers regarding construction designs and plans, and their conformance to standards, specifications, or legal requirements. Inspects construction in progress, to assure its conformance with specifications, agreements, and established requirements.

Inspects sites of proposed highway facilities in order to review all factors relating to proposals and to confirm or verify data as presented. Confers with construction engineers and contractors regarding construction in progress and its conformance to specifications and construction plans, answers questions, and resolves problems. Writes inspection reports, making recommendations related to costs, methods, and procedures. Inspects highway construction on an ongoing basis to assure compliance with contract and with state and federal standards; inspection and examinations are made of materials, surface conditions, proper tracking, structural features, and other relevant factors. Compiles information and writes periodic reports on own work activities. Attends staff meetings of work unit or section, under direction of work supervisor; gives and receives information helpful in work unit or work system operation. Performs related work as required.

**WORK CONDITIONS:** Exposure to extreme weather conditions; frequent daily travel; subject to the hazards of moving traffic when working in construction areas.

**KNOWLEDGE, SKILLS AND ABILITIES:**

**Knowledge of:** Construction inspection methods, procedures, and techniques; federal and state statutes and agency standards, policies, and procedures applicable to highway construction; approved record keeping and documentation methods, procedures, and techniques; materials and equipment used for highway construction and materials testing purposes.

**Skill/Ability to:** Analyzing and evaluating a wide variety of technical engineering data, including construction plans, survey notes, and materials lab test results; interpreting and implementing agency standards, policies, procedures, and regulations applicable to the area of assignment; interpersonal relations, as applied to contacts with contractors and other agency staff; operation and maintenance of a variety of testing and automotive equipment; oral and written communications.

**SPECIAL SELECTION FACTOR:** Ability to pass a post-offer physical exam