

STATE OF ARIZONA JOB CODE SPECIFICATION

FLSA:	NEXP	Job Code:	ACV75210
Job Class Code:	270	Salary Schedule:	ANONREG
EEO Category:	02	Grade:	S8
Workers Comp Code:	8601		

Job Code Established:	04/23/84	Effective Date:	
Job Code Revised:	01/01/94	Effective Date:	

JOB CODE SERIES: Transportation Engineering Series

JOB CODE TITLE: TRANSPORTATION ENGINEERING ASSOCIATE

HRIS TITLE: TR ENGRG ASSOC

WORK DESCRIPTION: Performs a variety of engineering duties for a period not to exceed 24 months in any of the areas of the Highways Division including Highway Development, Highway Operations, Traffic Engineering, or the Districts as a training program for progression to entry/journey level classes in these areas.

WORK ACTIVITIES: integrated into work routine, or in time set aside for training, acquires knowledge and skills needed for advancement to journeyman worker level in the work system. Attends periodic workshops or training sessions to improve working knowledge and skills at elementary working level in work system. Reads and studies instructional or informational material in order to increase and expand knowledge base at elementary working level in the work system. Calculates horizontal alignment of roadway for highway construction, from preliminary survey data; lays out for drafting. Calculates vertical alignment (grade line) of roadway for highway construction, from preliminary survey data; plots and connects points of intersection to construct original ground and construction profiles. Develops quantity summaries of basic level for highway construction bid items; submits for approval of team leader or supervisor. Checks or verifies calculations on quantity summaries for highway construction bid items. 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. Inspects construction in progress, to assure its conformance with specifications, agreements, and established requirements. Reviews construction plans and verifies that these are in accordance with designated specifications and other requirements. Writes final design plan for a highway construction project, incorporating summaries of quantity computations (materials and services), contract documents, and design details. Performs related work as required.

WORK CONDITIONS: May be required to travel and/or work outdoors occasionally, depending on area of assignment.

SUPERVISION: Training will be provided in the area of assignment to provide the knowledges and skills required for advancement. Direct supervision will be provided during the training period.

WORK RESULTS/PRODUCTS: Completed work projects applicable to the area of assignment

RESPONSIBILITY: Timely and accurate completion of all assigned projects; scheduling and prioritizing work projects within established time frames.

AUTHORITY: Decisions that affect the work assignment as delegated by the supervisor.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: the principles and practices of civil engineering as applied to the location, design, construction and maintenance of a State highway system; agency organization and functions of the work units; Federal and State statutes and agency standards, rules, and regulations applicable to the area of assignment; agency safety practices and procedures.

Skill in: operating and maintaining a variety of equipment used in the area of assignment.

Ability to: evaluate and interpret technical engineering records and reports; establish and maintain effective work relationships.