

STATE OF ARIZONA JOB CODE SPECIFICATION

FLSA:	NEXP	Job Code:	ACV95353
Job Class Code:	820	Salary Schedule:	ANONREG
EEO Category:	03	Grade:	S8
Workers Comp Code:	5506		

Job Code Established:	11/30/94	Effective Date:	
Job Code Revised:		Effective Date:	

JOB CODE SERIES: Transportation Series

JOB CODE TITLE: TRANSPORTATION BRIDGE TECHNICIAN III

HRIS TITLE: TR BRIDGE TECH III

WORK DESCRIPTION: Utilizes Computer Aided Design and Detailing (CADD) system to perform a wide variety of expert level CADD development and implementation duties as they pertain to the work group. Provides technical training and support for work group staff. Develops, maintains, and updates standard cell libraries and documentation. Oversees the completion of highly specialized CADD and personal computer development projects. Functions as the technical expert in CADD work and/or supervises lower level staff.

WORK ACTIVITIES: creates forms, methods, and procedures for the work group cadd users. Independently develops a variety of cadd related software tools for use in the automated generation of bridge construction documents.
Directs, trains, and counsels subordinate workers in performing a variety of tasks.
Writes documentation for cadd related programs and activities including the work group cadd manual, training documentation, and training tutorials.
Calculates dimensions of complex land areas, earth forms, circular curves, and material quantities using geometric and trigonometric computations.
Reviews construction plans and verifies that they are in accordance with designated specifications and other requirements.
Conducts various engineering assignments requiring computer engineering application programs.
Researches and provides for future computer hardware and application software needs of the work group.
Oversees the implementation of special cadd and personal computer projects.
Confers with agency officials, staff members, and representatives of other agencies to acquire information needed for immediate determinations or decisions.
Compiles information for and writes periodic reports on activities of a work unit.
Monitors the status of the work group CADD users' directories, allocated memory and safeguards.
Reviews, verifies or inspects work of subordinates for quality control.
Attends professional seminars, meetings, conferences; gives and receives information helpful in work system operation.
Performs related work as required.

WORK CONDITIONS: No unusual work conditions.

SUPERVISION: Works under general direction and exercises considerable independent judgment within established program parameters, policies, and procedures.

WORK RESULTS/PRODUCTS: Completed CADD structural libraries and their documentation. Completed work group application software documentation and training manuals.

RESPONSIBILITY: Timely and accurate completion of assigned projects; may schedule, assign work, and supervise lower level staff.

AUTHORITY: Initiates user meetings and implements technical training programs and schedules for the work group. Develops and implements work group CADD policies and procedures. Makes recommendations for approval of work projects completed in the work group.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of: bridge standards, policies and procedures; principles and practices of civil engineering; highway, bridge, and drainage engineering concepts and technical applications related to the area of assignment; operation and implementation of the CADD hardware and application software system pertaining to bridge and drainage design; mathematics including geometry and trigonometry as it applies to preliminary bridge layout and design.

Skill in: operating, assessing and implementing any modification needs of the CADD software system pertaining to bridge and drainage design.

Ability to: communicate verbally and in writing; develop and conduct CADD training for lower-level staff; gather, analyze and evaluate a wide variety of engineering data; organize, document and prioritize data.