

**POST & BID POSITION ANNOUNCEMENT
Bargaining Units 1, 4 and 11**

1. Reference #: 2. Position Number: 908-500-3381-XXX 3. Date of Posting: 3/10/14
4. Classification: MATERIALS ENGINEERING ASSOCIATE 5. Salary Range: \$4960– \$6208
6. Pay Differentials That Apply To Position: None
7. Working Hours Of Position: 7:00 a.m. – 3:30 p.m. Eight hour days Monday through Friday
8. District/Division: 08-Construction Section: Southern Regional Lab
9. Geographic Location: San Bernardino County- Fontana
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.)

10. A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):

<http://www.dpa.ca.gov/textdoc/specs/s3/s3381.txt>

B. Technical & Professional Skills & Abilities: Knowledge of methods, materials, tools, and equipment used in inspecting and testing a wide variety of construction and other materials; physical environmental impact assessment evaluations and mitigation processes; physical properties and uses of engineering construction materials; fabrication of construction materials. Ability to communicate effectively at a level required for successful job performance; test the quality and suitability of engineering construction and other materials; do research work on engineering construction and other materials; evaluate physical environmental impact assessments and mitigations; analyze situations accurately and take effective action; prepare reports and dictate correspondence.

C. License and/or Certification Requirements: Valid California Drivers License is desirable.

D. Physical Abilities to Perform Essential Functions: Refer to the Physical, Mental, and Emotional Requirements on Duty Statement. Ability to lift 60-80 lbs on a regular basis.

E. Other Departmental Requirements: Refer to work environment on Duty Statement.

F. Duty Statement/Description of Duties: Typical tasks: Perform technical and physical testing of soils, aggregates, asphalt concrete, Portland cement concrete and base materials. These tests includes all California Test Methods and other test methods (UCB, ASTM, AASHTO, etc.) necessary to perform mix design for asphalt concrete pavement, Portland cement concrete pavement, base materials, and geotechnical analysis of soil. Prepare and ship samples to HQ as needed. Calibrate testing equipment used at the materials laboratory in accordance with either the equipment manufacturer's calibration procedures or the procedures dictated by the test method. Makes sure that proper arrangements are made for others to calibrate equipment that cannot be calibrated in-house. Maintains records of all equipment calibrations in accordance with the Quality Assurance Program. Monitors inventory of laboratory testing equipment in compliance with Quality Assurance Program Guidelines and California Test Method requirements. Prepare reports, charts and graphics about materials analyzed in the laboratory. Assist with training technicians working in the lab. Occasionally attend meetings and conferences. Perform other duties appropriate for a Materials and Research Engineering Associate.

10. Final Date and Time for Receiving Bid: 3/24/2014 COB by 5:00PM

11. Where to Obtain Bid Form: http://adsc.caltrans.ca.gov/OPO/INFO_CENTER/PostAndBid/PostAndBid.htm

12. Submit Bid to:

Name: Kerri Culpepper

Address: 464 W. 4th Street, MS# M-1104, San Bernardino, CA 92401-1400

Telephone Number: (909) 829-3335 FAX Number: (909) 829-3349

E-mail Address: kerri_culpepper@dot.ca.gov

13. Window period employee must be available for contact (**Unit 1&4 Only**): From: _____ To: _____

(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

14. Expected Reporting Date To Position (**Unit 11 Only**):

15. (If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)