

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

1. Reference #: 08-6-420
2. Position Number: 908-500-3381-027
3. Date of Posting: 02/08/2016
4. Classification: Materials and Research Engineering Associate (Specialist)
5. Salary Range: \$5185 – \$6490
6. Pay Differentials That Apply To Position: None
7. Working Hours Of Position: 7:00 a.m. – 3:30 p.m. Monday through Friday (may vary due to operational needs)
8. District/Division: 08/Construction Section: Materials Support Testing Lab – Southern Regional Lab – Fontana
Geographic Location: Riverside and San Bernardino Counties – labs located in Barstow, Needles, Hesperia (may be eligible for per diem as workload requires)

If selected and the position requires relocation, the Department will not provide relocation assistance.

9. A. Minimum Qualifications per the Classification Specification:
<http://www.calhr.ca.gov/state-hr-professionals/pages/3381.aspx>
- 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 class C driver's license is desirable
- D. Physical Abilities to Perform Essential Functions: Refer to the Physical, Mental, and Emotional Requirements on Duty Statement. Ability to lift 30 to 50 pounds on a regular basis. Ability to travel throughout San Bernardino and Riverside Counties and work nights and weekends as needed.
- 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 Headquarters 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. Ensure that proper arrangements are made for others to calibrate equipment that cannot be calibrated in-house. Maintain records of all equipment calibrations in accordance with the Quality Assurance Program. Monitor inventory of laboratory testing equipment in compliance with Quality Assurance Program Guidelines and California Test Method requirements. Prepare reports, charts, and graphics for materials analyzed in the laboratory. Assist with training technicians working in the lab. Occasionally attend meetings and conferences. Perform other Materials and Research Engineering Associate (Specialist) duties.

10. Final Date and Time for Receiving Bid: 02/22/2016

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

12. Submit Bid to: Kerri Culpepper
Address: 464 West 4th Street, MS 1104, San Bernardino, CA 92401
Telephone: (909) 829-3335 Fax: (909) 829-3349
E-mail Address: kerri.culpepper@dot.ca.gov

13. Window period employee must be available for contact (BU 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 (BU 11 only): within two weeks of notification of winning bid

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