

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

1. Reference #: **03-1-064** 2. Position Number: **903-502-3175-XXX** 3. Date of Posting: **October 25, 2010**
4. Classification: **Transportation Engineering Technician** 5. Salary Range: **\$3,262 - \$4,766**
6. Pay Differentials That Apply To Position: **May apply**
7. Working Hours Of Position: **May vary**
8. District/Division: **NR Construction** Section: **Office of Construction Engineering Branch-0471** Geographic Location: **SACRAMENTO**
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.) *Determination for relocation will be made by Hiring Supervisor.*

9. Specific Qualifications and Requisite Skills Required: (Attach a separate sheet if additional space is needed.)

- A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):
<http://www.dpa.ca.gov/textdocs/specs/s3/s3175.txt>
- B. Technical & Professional Skills & Abilities:
The incumbent should have experience and knowledge of construction procedures and practices. Knowledge of Standard Specifications and the contract administration process as provided for in the Construction Manual. Incumbent should have a working knowledge of the use of mainframe and PC computers, including various databases, spreadsheets, and word processing programs. Also the incumbent should have a working knowledge of Critical Path Scheduling and CADD software.
- Must be able to read and write English at a professional level; communicate effectively orally and in writing, make accurate engineering calculations; understand basic design engineering principles; and research and compile data and prepare calculations for a variety of routine transportation improvement projects. Analyze work situations and meet deadlines.
- C. License and/or Certification Requirements: N/A
- D. Physical Abilities to Perform Essential Functions:
The incumbent may have to stand for long periods of time, walk on slopes or uneven terrain, and move/transport bags of material samples to Materials Labs while out on the project. Employee will be required to drive to and work at various locations throughout the North Region. When at their base office setting, employee may be required to sit for long periods of time using a keyboard and video display terminal. Employee must maintain cooperative working relationships within the working environment.
- E. Other Departmental Requirements:
Will have routine contact with fellow Caltrans workers, contractors and their employees, and engineering consultants to transmit or obtain relevant engineering information. These contacts could be verbal or written, as needed, to perform assignments.
- F. Duty Statement/Description of Duties: See Duty Statement

10. Final Date and Time for Receiving Bid: **November 8, 2010, by 5PM COB**

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

11. Submit Bid to:

Name: Candace Robertson
Address: PO Box 911, 703 'B' Street, Marysville, CA 95901
Telephone Number: (530) 740-4863
FAX Number: (530) 741-4111
E-mail Address: Candace.Robertson@dot.ca.gov

12. Window period employee must be available for contact (**Unit 1&4 Only**):
(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.)

13. Expected Reporting Date To Position (**Unit 11 Only**): **November 22, 2010**

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