

Title: <b>Construction Materials Inspector</b>	Effective Date: May 11, 2012	Grade: X	Job Category: Technician
Prior Title: Construction Materials Inspector	Prior Effective Date: October 19, 2011	Grade: X	Page: 1 of 1

*CHARACTERISTICS OF WORK*

Under the supervision of the Resident Engineer, this position is responsible for performing field tests and inspection of materials to ensure that materials are in conformance with Department specifications and capable of yielding serviceable and durable finished products.

*EXAMPLES OF WORK*

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas State Highway and Transportation Department is an "at will" employer.

- Test and evaluate materials with respect to Department specifications and test procedures to ensure the utilization of materials capable of yielding durable finished products.
- Establish and maintain productive relationship with contractor supervisors to ensure that materials are properly handled and applied and that corrections in procedure are promptly made.
- Monitor asphalt plants and pit operations to ensure that quality construction materials are used in construction projects.
- Prepare and maintain documentaion of test results and sample histories.
- Employee is required to frequently drive a Department vehicle to various locations within the District.

*MINIMUM REQUIREMENTS*

The educational equivalent to a diploma from an accredited high school. Certifications in Soils/Earthwork, Asphalt Plant and Field Testing, and Portland Cement Concrete Testing by the Technician Program at the Mack-Blackwell Rural Transportation Study Center, or equivalent certification. Minimum of three years experience as Construction Aide or similar experience. Working knowledge of the use of Microsoft Word, Excel, and Outlook software, and the use of Microsoft Windows operating system. Working knowledge of SiteManager software. Valid driver's license.

*("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)*

