
Auburn University Job Description

Job Title:	Mgr, Asphalt Test Track	Job Family:	No Family
Job Code:	HC09	Grade 37:	\$68,700 - \$114,500
FLSA status:	Exempt		

Job Summary

Manages the National Center for Asphalt Technology (NCAT) Pavement Test Track.

Essential Functions

1. Oversees and participates in the construction of the Track at the beginning of each cycle.
2. Solicits and secures sponsor funding for Track work and research.
3. Maintains instrumentation and computer systems at remote Track location by serving as local network administrator and coordinating the activities of instrumentation personnel.
4. Conducts and manages performance testing on laboratory samples and field sections in order to compare and correlate mixes of varying quality.
5. Manages the operation of a five truck fleet for the purpose of applying design traffic to all Track sections.
6. Distributes results of research through sponsor meetings, compiling peer reviewed research papers, and forwarding data to other researchers.

Supervisory Responsibility

Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

The above essential functions are representative of major duties of positions in this job classification. Specific duties and responsibilities may vary based upon departmental needs. Other duties may be assigned similar to the above consistent with the knowledge, skills and abilities required for the job. Not all of the duties may be assigned to a position.

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Minimum Required Education and Experience

	<u>Minimum</u>	<u>Focus of Education/Experience</u>
Education	Masters Degree	Degree in Civil Engineering or related field
Experience (yrs.)	7	Experience in roadway design, construction, and testing, desire experience in geomaterials

Substitutions allowed for Education:

Indicated education is required; no substitutions allowed.

Substitutions allowed for Experience:

When a candidate has the required education, but lacks the required experience, they may normally apply additional appropriate education toward the experience requirement, at a rate of one (1) year relevant education per year of required experience.

Minimum Required Knowledge

Knowledge of asphalt materials, design, and technology. Knowledge of data management techniques.

Certification or Licensure Requirements

None Required.

Physical Requirements/ADA

Occasional and/or light lifting required. Limited exposure to elements such as heat, cold, noise, dust, dirt, chemicals, etc., but none to the point of being disagreeable. May involve minor safety hazards where likely result would be cuts, bruises, etc.

Routine deadlines; usually sufficient lead time; variance in work volume seasonal and predictable; priorities can be anticipated; some interruptions are present; involves occasional exposure to demands and pressures from persons other than immediate supervisor.

Job frequently requires walking, sitting, and lifting up to 10 pounds.

Job occasionally requires standing, reaching, climbing or balancing, stooping/kneeling/crouching/crawling, talking, hearing, handling objects with hands, and lifting up to 100 pounds.

Vision requirements: Ability to see information in print and/or electronically.

Date: 1/4/2012
