

JOB INFORMATION

Job Code	NB58
Job Description Title	NCAT Driver Trainee
Pay Grade	TR09
Range Minimum	\$35,320
33rd %	\$40,030
Range Midpoint	\$42,380
67th %	\$44,740
Range Maximum	\$49,450
Exemption Status	Non-Exempt
Organizational use restricted to the following divisions	128 Samuel Ginn Col of Engineering
Approved Date:	1/1/1900 12:00:00 AM
Legacy Date Last Edited	8/29/2022

JOB FAMILY AND FUNCTION

Job Family:	Transportation
Job Function:	Fleet Management

JOB SUMMARY

This job is for the NCAT Driver Trainee Program. The National Center for Asphalt Technology (NCAT) Driver Trainee attends Commercial Drivers License (CDL) training courses through an agreement with Southern Union State Community College's (SUSCC) CDL program. Course components: The first six weeks of the program includes attending the Southern Union courses, riding and learning with a certified NCAT Driver every Friday, and completes an evaluation period following the awarding of the CDL.

License Required: The trainee must pass the CDL within 8 weeks following the completion of the classroom portion and the written exam.

- If the Trainee does not obtain their CDL after 4 months from the time the program started, they will separate from Auburn University's employment. Each external training program will have their own deadlines that they would either remove a student or reschedule them to a later class in extreme cases.
- Once the trainee receives the CDL, there will be a 2 week transition to direct hire to a NCAT Driver position.

RESPONSIBILITIES

- Attends CDL training courses through Southern Union State Community College's (SUSCC) CDL program.
- Rides and trains with a current NCAT Driver of tractor-trailer on the National Center for Asphalt Technology test track, gaining knowledge of commercial driving regulations and observing the Driver's skill in starting engine properly, approaching intersections, making turns, backing, parking, and maneuvering vehicle on the road.
- Learns how to operate a tractor-trailer on a 1.7 mile test track to support pavement research in a controlled environment and to support autonomous vehicle studies in both closed road and open road environments requiring precise maneuvers at times to safely simulate emergency reactions of automated systems.
- Gains exposure to operate a fleet vehicles to support vehicle component testing and fuel economy studies and monitors operational changes that occur while operating the vehicle and communicate these with the trucking supervisor and/or track engineer. Ensures all freightliners are properly fueled.
- Observes the NCAT Driver in operating road construction equipment, such as: smooth wheeled rollers, sheep's foot rollers, flat bed dump trucks, and front-end loaders. Learns to ensure the pavement test sections must be constructed to research-grade specifications and precision well beyond those used on public roads.
- Observes the NCAT Driver in performing data collection in the lab and on-track using industry-standard procedures to include asphalt mixture production and testing such as sample fabrication, density testing, separation of mixture components, verification of gradation and binder content, nuclear and electronic

RESPONSIBILITIES

density testing, friction testing, sample extraction "coring", deformation "rutting" measurements, retro reflectivity, and albedo.

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.
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MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
High School Diploma or GED	High School Diploma or equivalent.	and	0 years of	No experience required.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Ability to learn of safety procedures in the operation of tractor trailers.

Knowledge of operations of diesel powered tractor-trailer rigs.

Ability to grasp steering wheel and operate a gear stick and floor peddle.

Ability to pass a basic vehicle control and road driving test administered by NCAT.

Ability to identify common vehicle components.

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/Desired	
	Requires Commercial Learner's Permit (CLP).	Upon Hire	Required	

REQUIRED PRE-EMPLOYMENT/ONGOING SCREENINGS

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other
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PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing		X				
Walking		X				
Sitting					X	
Lifting	X					
Climbing		X				
Stooping/ Kneeling/ Crouching			X			

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Reaching				X		
Talking					X	
Hearing		X				
Repetitive Motions				X		
Eye/Hand/Foot Coordination				X		

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold				X	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise				X	
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

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