

PAVEMENT MANAGEMENT TECHNICIAN

JOB DESCRIPTION

Classification Responsibilities: The Pavement Management Technician maintains the pavement management data bank through condition surveys and related data collection, calculation, and computer input activities. An employee in this class is responsible for ensuring that current, accurate data regarding surface area and condition of the streets is available through the pavement management system. This is done through scheduled visual inspections of the streets and classification of their condition using a paver-based system. The class performs related duties as required.

Distinguishing Features: A Pavement Management Technician usually works alone and is expected to exercise considerable initiative in moving efficiently through the day's work assignments. This class is required to use appropriate safety equipment and follow safety procedures in performing assignments. Incumbents in this class must be willing to work overtime and scheduled stand-by as required. This class is supervised by the Pavement Management Supervisor through conferences, meetings, and reports regarding overall results achieved. This class is FLSA nonexempt.

QUALIFICATIONS

Employee Values: All employees of the City of Mesa are expected to uphold and exhibit the City's shared employee values of Knowledge, Respect, and Integrity.

Minimum Qualifications Required. Any combination of education, training, and experience equivalent to a minimum of three years of full-time employment in the construction or engineering field (paraprofessional or technical level experience preferred), at least one year of which involved pavement and street condition surveying or closely related field activities. Graduation from an accredited college or university with an Associate's Degree in Civil Engineering, Engineering Technology, or a closely related area may substitute for two years of construction or engineering experience.

Special Requirements. Must possess a valid Arizona Driver's License by hire date.

Substance Abuse Testing. None.

Preferred/Desirable Qualifications. A minimum of three months of experience in pavement management is preferred.

ESSENTIAL FUNCTIONS

Communication: Communicates with the general public, other City employees, vendors, and contractors in order to resolve citizen concerns, relay information, summarize street condition, evaluate workmanship, express concerns, and explain specifications. Prepares written documents such as cost estimates, condition summaries for the State of Streets Report, and evaluations of work being accomplished.

Manual/Physical: Reviews the work product of others to ensure compliance with standard operating procedures regarding contact work specifications and job procedures. Identifies and classifies pavement distress conditions using a paver-based system. Inspects, monitors, and evaluates information related to annual inspections and monitors condition of all streets. Conducts on-site evaluations to determine if the street is still within standard condition levels. Detects traffic sounds, backup warning devices, sirens, and noises during street surveys for safety purposes. Operates a motor vehicle requiring a standard Arizona Driver's License for field travel and to conduct surveys and evaluations or inspections on site. Inspects sample areas for distress, categorizes the distress observed by type, extent, and severity, and calculates the pavement condition index from this data. Enters data or information into a personal computer (PC) to: store information, field data, generate reports, and evaluate street condition or history. Prepares maps or graphs to show condition trends and area involvement. Moves objects and barricades for distances of up to 20 feet to allow access for equipment and field inspection on project locations. Works in a variety of weather conditions while performing condition surveys and project reviews or evaluations.

Mental: Conducts inventory of new street areas to catalogue street condition and surface area for inclusion in the pavement management system by measuring the streets, categorizing street type and condition, calculating pavement condition index, and entering the data into the computer. Determines street condition to provide current, accurate data for the pavement management system on a regularly scheduled basis by selecting random street sample areas. Calculates the pavement condition index by following a standard formula that uses data gathered regarding type of distress, severity of distress, and extent of distress in a series of samples to determine a standardized, overall indication of pavement condition. Prioritizes and assigns work to personnel and prioritizes own work to conduct daily schedule of survey areas. Resolves work-related problems, citizen complaints, and contractor concerns by discussion and explanation of City requirements. Conducts research or analyzes data and evaluates treatment life-cycles to establish criteria for forecasting and treatment usage. Performs mathematical calculations related to evaluating quantities for project material usage, and estimates project cost for completing work. Interprets maps, project plans, and blueprints to locate and inventory additions to the City's street networks.

Knowledge and Abilities:

Knowledge of:

the City of Mesa's major, collector, and residential street networks;
the PAVER system of pavement distress classification;
general paraprofessional engineering principles;
the City of Mesa's pavement management system; and
PC operation techniques.

Ability to:

generate reports from pavement management survey data by determining type of information or combination of types of information needed and calling up a printout of the necessary data from the pavement management program;
maintain a high volume of work output with minimal supervision;

organize pavement survey activities to minimize backtracking and increase efficiency;
prepare clear, concise written reports;
identify and classify pavement distress conditions using the PAVER system;
operate a PC to input data and generate reports;
calculate a pavement condition index by applying observed data to a standard formula; and
establish and maintain an effective relationship with management, employees, and the general public.

The duties listed above are intended only as general illustrations of the various types of work that may be performed. Specific statements of duties not included does not exclude them from the position if the work is similar, related, or a logical assignment to the position. Job descriptions are subject to change by the City as the needs of the City and requirements of the job change.

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EEO-Tech

JOB FCTN-TEC

INCREMENTS 43-200

PAY GRADE: 47

IND-5506

SWORN-No