



JOB DESCRIPTION

Construction Materials Testing Supervisor

JOB TITLE: Construction Materials Testing Supervisor

DEPARTMENT: Geotechnical Engineering and Construction Materials Testing

POSITION REPORTS TO: Senior Geotechnical Engineer / Principal

Date Prepared: February 2020

The Construction Materials Testing Supervisor position is responsible for overseeing the duties in the laboratory and ensuring that it meets the ASTM, AASHTO and internal quality objectives. The Construction Materials Testing Supervisor will be coordinating all laboratory activities to ensure work is completed on time and in accordance with project requirements and safety standards. This position will perform necessary maintenance and testing to receive and maintain laboratory accreditation (AASHTO). This position is responsible for creating, reviewing, and distributing laboratory test reports to Clients and may also serve as the project manager.

The Construction Materials Testing Supervisor position will also perform construction observation and construction materials testing to include density of soils and various properties of freshly placed concrete at a minimum. This position will supervise asphalt laboratory mix design as well as quality control/assurance laboratory testing. In addition, collection of field samples during exploration activities and borehole logging as well as field data collection will also be required.

ESSENTIAL DUTIES/RESPONSIBILITIES

- Performing the tests normally required in the manner stipulated under ASTM, AASHTO or other governing procedures
- Evaluate test results in terms of specification compliance
- Performing field inspections and observations on roadways, structures, and construction projects
- Performing soil, concrete, asphalt, and aggregate testing
- Interacting with client representatives at project sites
- Monitoring work procedures for compliance with project specifications
- Providing daily reports of observation and test results
- Performing analysis or calculations to check accuracy, applicability and reasonableness of testing data
- Must be a highly motivated self-starter and be able to perform tasks with little or no supervision

SPECIFIC ACCOUNTABILITIES

Punctual professional service to meet project needs according to the client and senior geotechnical engineer's deadlines and satisfactory workmanship. Reliability—must be able to arrive at project sites prior to scheduled times.

The Construction Materials Testing Supervisor will be required to keep a detailed account of their activities through the day and week to help facilitate proper payroll and billing of services. As with all employees the Construction Materials Testing Supervisor will be required to maintain a clean and safe work space and vehicle.

OTHER DUTIES/RESPONSIBILITIES:

In addition to the essential duties listed above the Construction Materials Testing Supervisor will frequently be asked to perform miscellaneous duties that may include, but not be limited to, shipping soil samples, disposing of laboratory soil waste, writing field reports, performing geotechnical logging of samples.

The Construction Materials Testing Supervisor is an “outdoor/indoor position” which will entail working in all types of weather including hot, windy, cold, and icy/slippery conditions. While working indoors at the lab, the position requires proper attire for a professional office building. In addition, this position requires a person to be capable of routinely lifting 50 + pounds. Periodic overnight travel and limited travel outside the state may be required.

EDUCATION & EXPERIENCE REQUIRED:

At a minimum, this position requires the following:

- 3+years of materials testing and/or inspection experience
- ACI (American Concrete Institute) certification or able to obtain within three months
- ACI Laboratory Testing Technician Level 1
- WYDOT (WMTC) Asphalt Concrete Technician or able to obtain within three months
- WYDOT (WMTC) Soils and Aggregate Technician or able to obtain within three months
- Valid Driver’s License required
- Must be able to prepare reports and documentation
- Must have the ability to interpret construction plans/ drawings and project specifications as well as industry standards for testing
- Engineering degree not required but preferred

It is also imperative that the individual possess the ability to work both independently with minimum supervision, as well as part of a team that may consist of fellow employees of Advanced Geotechnical Solutions, subcontractors, and client representatives. This position requires the promotion of a safe work environment.

Advanced Geotechnical Solutions is an equal employment opportunity company with a drug free work place. In addition to our competitive wages and incentives we provide the opportunity to become an integral part of the continued growth of our company.