

JOB ROLE STATEMENT

TECHNICAL OFFICER – MATERIALS (TRAINEE) LEVEL 1

DIRECTORATE PLANNING AND TECHNICAL SERVICES
BRANCH MATERIALS ENGINEERING **POSITION NO** P0070096 / P0070097 / P0070098

KEY RESPONSIBILITIES

Undertake development in the area of field and laboratory testing on road and bridge construction materials.

KEY DELIVERIES

Field and Laboratory Testing

- Undertake development in the following:
 - field testing on construction materials in accordance with relevant test procedures
 - laboratory chemical and physical testing of construction materials in accordance with relevant test procedures
 - operating, maintaining and performing checks on field and laboratory testing equipment
 - assistance in the calibration of road testing and construction equipment
 - assistance with pavement and surfacing investigations
 - assistance in materials investigation including searching for gravel and other road construction materials
 - understanding and application of MRWA Laboratory Quality Management System and NATA requirements

Audit

- Undertake development in the following:
 - conduct of field and laboratory tests on road and bridge construction materials and processes in accordance with MRWA audit procedures.

SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW standards as detailed by the Main Roads' Safety, Health and Wellbeing (SHW) Management System - refer to "SHW Roles and Responsibilities Procedure" on 'iRoads' intranet.

LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent's level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation's objectives and the incumbent's development.

REPORTING RELATIONSHIPS

This position reports to:

(A) TITLE AND LEVEL		POSITION NO
TESTING AND CALIBRATION SERVICES MANAGER	LEVEL 7	P0055700

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POSITIONS UNDER DIRECT SUPERVISION

List the position numbers, titles and levels of positions directly supervised

ALL POSITIONS UNDER CONTROL

State number of positions only

TITLE and LEVEL	POSITION No	CATEGORY Salaried, Wages	NUMBER
			TOTAL

SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE

- A Certificate of Lower Secondary Studies at Year 10 or an approved equivalent.
- Skill, knowledge and experience in:
 - problem solving
 - application of mathematics and physics
 - interpersonal communication and teamwork
 - provision of customer focused service
 - written communication

CERTIFICATION

1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE *[Signature]* DATE 12 Jan 18
BRANCH/SECTION HEAD

2. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

SIGNATURE *[Signature]* DATE 12 Jan 18
EXECUTIVE DIRECTOR

3. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE *[Signature]* DATE 15/1/18
MANAGER HR BUSINESS