

JOB ROLE STATEMENT

TECHNICAL OFFICER MATERIALS LEVEL 3

DIRECTORATE REGIONAL MANAGEMENT AND OPERATIONS **CATEGORY 1**
BRANCH MIDWEST-GASCOYNE **POSITION NO** VARIOUS

KEY RESPONSIBILITIES

Perform field and laboratory testing on a broad range of road and bridge construction materials. Locate and prove up potential source of suitable road construction materials.

KEY DELIVERIES

Materials Advice and Support

- Assist in provision of advice to Project Managers, other Main Roads' delivery staff and external customers on pavements and surfacings including materials properties, materials handling, testing requirements and construction techniques.

Materials Location and Testing

- Locate and evaluate natural materials for road construction and maintenance including arranging 'Notice of Entry' for materials investigation and extraction.
- Perform field and laboratory testing on a broad range of soils, concrete and road surfaces in accordance with the relevant test procedures.
- Collate and maintain records of materials location and characteristics and testing.
- Assist in pavement, surfacing and geotechnical investigations and analysis.
- Participate in the implementation of appropriate new technologies and processes.
- Check, validate and operate field and laboratory instruments and equipment.
- Assist in training and development of junior materials employees.
- Assist in maintaining NATA accreditation.

Materials Review and Audit

- Perform audit tests and assist in more-complex procedural audits of internal and external laboratories.
- Participate in the review of design briefs and of consultant and contractors materials performance.
- Undertake surveillance and audit of consultants and contractors materials activities to ensure compliance with testing and construction processes.

Stakeholder Relationships

- Undertake consultation and liaison with stakeholders (e.g. project and contract managers, landowners, other agencies, contractors, consultants).

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	REGIONAL MATERIALS MANAGER	LEVEL 6	POSITION NO P0062725
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TECHNICAL OFFICER MATERIALS LEVEL 3

POSITIONS UNDER DIRECT SUPERVISION

ALL POSITIONS UNDER CONTROL

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

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

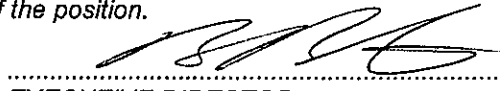
- A Diploma in Laboratory Technology.
- Qualified to hold a licence in respect of radioactive substances (portable gauges – moisture and/or density).
- Skill, knowledge and experience in:
 - broad range of geotechnical and civil construction materials testing
 - broad range of road construction and maintenance materials
 - NATA requirements and quality management principles including auditing
 - building and enhancing stakeholder relationships
- Knowledge of:
 - granular pavement thickness design
 - polices and practices on Work Health and Safety (WHS) in particular with regards to laboratory and field work, and on EEO, diversity and equity
- Possession of a current Western Australian 'C' or 'C-A' Class (car) motor vehicle drivers' licence or an approved equivalent.

CERTIFICATION

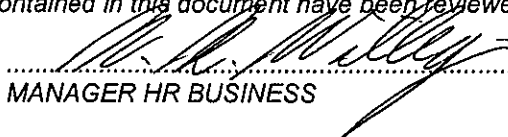
1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE  DATE 01/11/2023
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  DATE 2/11/2023
EXECUTIVE DIRECTOR

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

SIGNATURE  DATE 3/11/23
MANAGER HR BUSINESS