

**State of Michigan
Civil Service Commission**

Capitol Commons Center, P.O. Box 30002
Lansing, MI 48909

Position Code

1. TRNSTCHAB17R

POSITION DESCRIPTION

This position description serves as the official classification document of record for this position. Please complete the information as accurately as you can as the position description is used to determine the proper classification of the position.

2. Employee's Name (Last, First, M.I.)	8. Department/Agency TRANSPORTATION CENTRAL OFFICE
3. Employee Identification Number	9. Bureau (Institution, Board, or Commission) Bureau of Field Services (BFS)
4. Civil Service Position Code Description TRANSPORTATION TECHNICIAN-A	10. Division Construction Field Services (CFS)
5. Working Title (What the agency calls the position) Transportation Technician - Statewide Pipe Video Resource	11. Section Materials
6. Name and Position Code Description of Direct Supervisor STALLARD, TIMOTHY E; ENGINEER MANAGER LICENSED-3	12. Unit Materials Technology
7. Name and Position Code Description of Second Level Supervisor BYRUM, CHRISTOPHER R; ENGINEER MANAGER LICENSED-4	13. Work Location (City and Address)/Hours of Work 8885 Ricks Road, Lansing, MI 48917 / Monday-Friday, 7:30 am - 4:00 pm (hours may vary)

14. General Summary of Function/Purpose of Position

This position functions as the recognized resource responsible for video inspection of undrains, culverts, and sewers during the scoping, design and construction phases of Michigan Department of Transportation (MDOT) construction projects statewide. This position also performs non-destructive testing, compressive strength testing on rock cores, and equipment maintenance.

This position is required to possess a valid driver's license to perform regular field inspections and reviews.

15. Please describe the assigned duties, percent of time spent performing each duty, and what is done to complete each duty.

List the duties from most important to least important. The total percentage of all duties performed must equal 100 percent.

Duty 1

General Summary:

Percentage: 60

As the recognized resource perform statewide underdrain, culvert, and sewer video inspection as required by contract documents, and as requested by regional and central office staff. This duty requires possession of a valid driver's license to perform regular field inspections and reviews.

Individual tasks related to the duty:

- Serve as the statewide resource for scheduling and performing underdrain, culvert, and sewer video inspection for scoping, design, and construction of MDOT projects.
- Travel to construction/job sites and perform underdrain, culvert, and sewer video inspection, as requested by region or central office staff, and document findings and advise project staff.
- Identify non-conforming underdrain, culvert, and sewer installations and maintenance, and document findings to project staff and Underdrain Video Inspection Quality Assurance Specialist.
- Maintain and repair video inspection equipment as needed.

Duty 2

General Summary:

Percentage: 35

Perform field and laboratory investigations into problems identified in the field and evaluate new products. This position is responsible for implementing non-destructive testing. This duty requires possession of a valid driver's license to perform regular field inspections and reviews.

Individual tasks related to the duty:

- Travel to construction sites to collect field data and samples to investigate problems encountered during construction.
- Assist with laboratory and field testing of new products and test methods.
- Perform non-destructive testing as needed for investigations and as requested by Region and Transportation Service Center (TSC) staff.
- Maintain lab and non-destructive testing equipment, as needed.

Duty 3

General Summary:

Percentage: 5

Other duties as assigned.

Individual tasks related to the duty:

- Test rock cores for compressive strength.
- Other duties as assigned.

16. Describe the types of decisions made independently in this position and tell who or what is affected by those decisions.

Schedule work to accomplish goals and priorities, arranging contacts and meetings, and conducting field and project evaluations. Wherever possible, identify, recommend, and implement improvements in work methods, materials and specifications utilized in the position. Field conditions may generate recommendations to on-site personnel to modify procedures or strategies for pavement maintenance, rehabilitation, and construction, and may require modifications to test sites, as well as testing and evaluation procedures. Evaluations may indicate the need to obtain additional information or modify schedules for greater efficiency. Project design and execution, policies/plans, specifications can be affected by decisions made.

17. Describe the types of decisions that require the supervisor's review.

Decisions which may affect departmental policy or impact project priorities.

18. What kind of physical effort is used to perform this job? What environmental conditions in this position physically exposed to on the job? Indicate the amount of time and intensity of each activity and condition. Refer to instructions.

Work involves exposure to dirt, fumes, heavy and high-speed traffic, or adverse weather conditions. Ability to access/view plans, move/transport heavy or bulky loads, and handle heavy workloads working within specific deadlines. Possible travel with overnight stay. Occasional field reviews of proposed or active road/bridge construction projects, requires traversing over irregular terrain. Position may require availability outside normal working hours based on operational needs. This position is required to possess a valid driver's license.

19. List the names and position code descriptions of each classified employee whom this position immediately supervises or oversees on a full-time, on-going basis.

Additional Subordinates

20. This position's responsibilities for the above-listed employees includes the following (check as many as apply):

- | | |
|---|--|
| ☐ Complete and sign service ratings. | ☐ Assign work. |
| ☐ Provide formal written counseling. | ☐ Approve work. |
| ☐ Approve leave requests. | ☐ Review work. |
| ☐ Approve time and attendance. | ☐ Provide guidance on work methods. |
| ☐ Orally reprimand. | ☐ Train employees in the work. |

22. Do you agree with the responses for items 1 through 20? If not, which items do you disagree with and why?

Yes.

23. What are the essential functions of this position?

This position functions as the recognized resource responsible for video inspection of undrains, culverts, and sewers during the scoping, design and construction phases of Michigan Department of Transportation (MDOT) construction projects statewide. This position also performs non-destructive testing, compressive strength testing on rock cores, and equipment maintenance.

This position is required to possess a valid driver's license to perform regular field inspections and reviews.

24. Indicate specifically how the position's duties and responsibilities have changed since the position was last reviewed.

25. What is the function of the work area and how does this position fit into that function?

This work area is a "core" technical support resource for MDOT. It is the statewide resource for underdrain video inspection. It conducts and reports results of studies, investigations, and testing relative to the engineering properties of materials and their effects upon pavements and structures. The work area has statewide responsibility for CPM project scoping. The work area is also responsible for specialty testing, such as non-destructive testing methods and underdrain video inspection.

This position performs statewide underdrain, culvert, and sewer video inspection as required by contract documents, and as requested by regional and central office staff.

26. What are the minimum education and experience qualifications needed to perform the essential functions of this position.

EDUCATION:

Possession of an Associate's degree in concrete technology, civil technology, construction technology, surveying technology, construction management, mathematics, or computer science.

EXPERIENCE:**Transportation Technician 11**

Three years of experience equivalent to a Transportation Technician, including one year equivalent to a Transportation Technician E10.

Alternate Education and Experience**Transportation Technician 8 - 12**

Possession of a Bachelor's degree or higher in an Applied Science or Science with 16 semester hours (24 term) credits in job specific or related course work qualifies for the Transportation Technician E10 level.

OR

Completion of 60 semester (90 term) credits including 24 semester (36 term) credits in any combination of course work in the following areas: structures, materials, soils, hydrology, surveying, design, drafting, bituminous, concrete, aggregate, chemistry, physics, geology, environmental science, computer science, highway or traffic technology, construction management, engineering, or mathematics may be substituted for the associate's degree.

OR

Four years of technician level experience consisting of quality control inspections, drafting, materials and testing, surveying, or traffic may be substituted for the Associate's degree.

OR

Current certification in bituminous (hot mix), concrete, density testing, or aggregate gradation and one year of technician level field experience may be substituted for the associate's degree.

OR

Current certification in bituminous (hot mix), concrete, density testing, or aggregate gradation and three years experience equivalent to a Transportation Maintenance Worker 9 may be substituted for the associate's degree.

OR

Current certification in bituminous (hot mix), concrete, density testing, or aggregate gradation and two years experience equivalent to an Engineering Assistant may be substituted for the associate's degree.

OR

Current certification in bituminous (hot mix), concrete, density testing, or aggregate gradation and completion of 16 semester (24 term) credits in any combination of course work in the following areas: structures, materials, soils, hydrology, surveying, design, drafting, bituminous, concrete, aggregate, chemistry, physics, geology, environmental science, computer science, highway or traffic technology, construction management, engineering, or mathematics may be substituted for the Associate's degree.

KNOWLEDGE, SKILLS, AND ABILITIES:

Knowledge of:

- Laboratory, construction, maintenance, and capital preventive maintenance materials and procedures.

Ability to:

- Operate a computer, independently schedule assigned work, calibrate and operate specialized equipment, and communicate effectively.
- Keep up to date on changes in material technology, construction methods and procedures, and changes in specifications.

CERTIFICATES, LICENSES, REGISTRATIONS:

Possession of a valid driver's license is required.

NOTE: Civil Service approval does not constitute agreement with or acceptance of the desired qualifications of this position.

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

Supervisor

Date

TO BE FILLED OUT BY APPOINTING AUTHORITY

Indicate any exceptions or additions to the statements of employee or supervisors.

N/A

I certify that the entries on these pages are accurate and complete.

CHRISTINA TIJERINA

10/9/2025

Appointing Authority

Date

I certify that the information presented in this position description provides a complete and accurate depiction of the duties and responsibilities assigned to this position.

Employee

Date