

TRANSPORTATION TECHNICIAN 3

Nature of Work: Under limited supervision, an employee in this class performs advanced level technical work in one or more of the following areas: mapping, traffic studies, highway planning, highway design, surveying, highway construction, highway maintenance, inspection or materials testing. Provides highly responsible administrative and technical assistance to a professional in the management of transportation programs. The work may require travel, working outdoors and exposure to dust, chemicals and moving machinery. Performs related work as required.

Distinguishing Characteristics: Transportation Technician 3 is distinguished from Transportation Technician 2 by the level of more advanced to specialized complex assignments with limited administrative review. Position may also train co-workers and serve as a lead worker.

Examples of Work

Prepares and revises plans and property descriptions for right-of way and relocation.
Conducts field surveys and investigations relating to right-of-way acquisition, relocation, and citizen complaints.
Prepares exhibits of survey findings.
Writes reports of technical activities and progress.
Consults with professionals to resolve discrepancies.
Conducts various field inspections.
Prepares plans and makes revisions as directed.
Calculates construction materials to be used for projects.
Prepares sets of detailed plans for construction projects.
Assists professionals in designing and implementing projects and pilot studies.
Trains personnel in the use of new equipment or new procedures and methods.

Knowledge, Skills and Abilities

Knowledge of materials, methods and equipment used in highway construction and maintenance.
Knowledge of preparing maps and property descriptions.
Knowledge of testing materials standards.
Knowledge of the laws, policies and procedures applicable to right-of-way acquisition and relocations.
Knowledge of the basic principles of highway traffic analysis.
Knowledge of traffic count data collection objectives and procedures.
Knowledge of mapping, charting and cartographic drafting techniques.

TRANSPORTATION TECHNICIAN 3 (CONT'D)**Knowledge, Skills and Abilities**

Knowledge of methods and techniques of highway and bridge design.

Knowledge of land surveying.

Ability to establish and maintain effective working relationships with other employees, officials, and the general public.

Ability to express ideas clearly and concisely, both orally and in writing.

Ability to read highway construction plans, property descriptions, survey notes, and legal documents.

Ability to prepare design plans and specifications for projects.

Ability to calculate and project the quantity of materials to be used in various construction projects.

Ability to develop realistic maintenance estimates and budgets.

Skill in drafting highway and bridge structures.

Minimum Qualifications

Training: Education equivalent to graduation from an accredited high school.

Experience: Five years of full-time or equivalent part-time technical experience in transportation planning; in the collection and analysis of traffic data in a transportation setting; in highway drafting or designing: as a technical assistant on utility installations or relocations, or as a technician on right-of-way acquisition; in highway inspection, bridge inspection or highway maintenance, or one year as a Transportation Technician 2.

Substitution: Successfully completed study from an accredited college, university or vocational technical school in engineering technology, chemistry, math, physics, architecture, landscape architecture, in transportation, urban or regional planning, economics, or statistics may be substituted for the required experience on the basis of 15 semester hours for one year of experience, or an approved drafting program of at least 1,080 hours completion in an approved drafting program for one year of the required experience.

Special Requirement: A valid West Virginia driver's license may be required.

Established: 11/16/93

Effective: 11/16/93