

Title: <b>Geotechnical Drill Crew Supervisor</b>	Effective Date: June 17, 2023	Grade: XIV	Job Category: Technician
Prior Title: Geotechnical Drill Party Chief	Prior Effective Date: May 11, 2021	Grade: XI	Page: 1 of 2

### ***CHARACTERISTICS OF WORK***

This position is responsible for supervision of one (1) subsurface investigation unit and for the efficient operation of drilling equipment.

### ***EXAMPLES OF WORK***

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas Department of Transportation is an "at will" employer.

- Supervise all geotechnical field crew operations.
- Conduct a daily safety and production meeting.
- Mark project borehole locations and contact utility locating services.
- Supervise and perform equipment maintenance and repairs.
- Coordinate traffic control.
- Coordinate lowboy hauling services.
- Coordinate special access needs dozer work.
- Communicate with landowners.
- Supervise drill rig setup.
- Supervise drilling and sampling operations.
- Train subordinates in geotechnical logging.
- Train subordinates in geotechnical drill rig operation.
- Communicate subsurface conditions to Department engineers.

### ***MINIMUM REQUIREMENTS***

#### Education and experience:

The educational equivalent to a diploma from an accredited high school. Experience in performing subsurface investigations. Experience operating a geotechnical drill or equivalent experience.

#### Knowledge, skills and abilities:

Knowledge of fundamental surveying, soil classification, sampling procedures and operation of geotechnical drilling equipment. Effective leadership, training and communication skills. Ability to read and speak the English language sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language, and to respond to official inquiries, and to make entries on reports and records. Ability to train others. Ability to safely and efficiently set up and operate every drill rig in the ARDOT Materials Division fleet. Ability to accurately log soil and rock formations.

#### Physical requirements:

Ability to lift and carry 50 pounds with or without reasonable accommodation.

#### Working conditions:

Constant statewide travel.

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Licenses, registrations and certifications: Valid Class A commercial driver’s license with tanker (“N”) endorsement. A pre-employment drug/alcohol test will be conducted after a contingent offer of employment or transfer has been made, and prior to the candidate performing any work for the Department in that capacity. Internal applicants who are already in a safety-sensitive position will not be subject to pre-employment drug/alcohol testing; however, offers to internal applicants who are not in a safety-sensitive position will be contingent upon pre-employment drug/alcohol testing. Subject to additional drug/alcohol testing according to the provisions of the ARDOT Drug and Alcohol Testing Program.

*("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)*