AUBURN
Human Resources

Mgr, NCAT Operations Engineer

Job Description

JOB INFORMATION

Job Code	JA28
Job Description Title	Mgr, NCAT Operations Engineer
Pay Grade	RE13
Range Minimum	$99,570
33rd %	$129,440
Range Midpoint	$144,380
67th %	$159,310
Range Maximum	$189,180
Exemption Status	Exempt
Organizational use restricted to the following divisions	128 Samuel Ginn Col of Engineering
Approved Date:	10/24/2025 11:45:40 AM

JOB FAMILY AND FUNCTION

Job Family:	Research
Job Function:	Research Operations

JOB SUMMARY

The Manager of the National Center for Asphalt Technology (NCAT) Operations Engineer, manages the buildings and equipment needs for NCAT's two off-campus facilities. Oversees the building renovations and enhancements, building systems and service contracts, building repair and maintenance, pavement instrumentation installation and data collection, and office, lab, and transportation equipment repair and maintenance for NCAT.

RESPONSIBILITIES

- Supervises and trains maintenance mechanics. Advises faculty, engineers, postdocs, students, and staff with engineering designs, modifications, prototypes, process development, analysis of procedures, and other engineering solutions. Coordinates and analyzes the purchase of supplies, tools, and equipment.
- Oversees the maintenance, repair, and renovation of the NCAT facilities. Develops plans, programs, budgets, and processes to maintain the mechanical, electrical, plumbing, access control, security systems and IT systems. Serves as liaison to outside contractors and other AU departments such as: Engineering Network Services, OIT, and AU Facilities. Coordinates service contracts with outside vendors. Manages local computer systems for laboratory functionality. Keeps up to date with technology to ensure issues are resolved efficiently and effectively.
- Implements plans developed in collaboration with research faculty and engineers. Oversees and coordinates the installation, operation, and maintenance of specialized pavement instrumentation and asphalt testing equipment at the NCAT Test Track and off-site testing locations.
- Performs a variety of research and development projects related to asphalt technologies following guidelines and requiring the applications of professional engineering practices and principles. Performs field performance tests to include diagnostics, transverse profiles, and fatigue crack analysis and mapping to determine causes of premature deterioration of full-scale experimental test sections

The responsibilities listed above show the typical duties for jobs in this classification. Actual tasks may differ depending on the department's needs. Other similar duties may be assigned with discretion of the supervisor. Not every duty will apply to every position, and the amount of time spent on each task can change based on department needs.

SUPERVISORY RESPONSIBILITIES

Supervisory Responsibility	Full supervisory responsibility for other employees is a major responsibility and includes training, evaluating, and making or recommending pay, promotion or other employment decisions.

MINIMUM QUALIFICATIONS

To be eligible, an individual must meet all minimum requirements which are representative of the knowledge, skills, and abilities typically expected to be successful in the role. For education and experience, minimum requirements are listed on the top row below. If substitutions are available, they will be listed on subsequent rows and may only to be utilized when the candidate does not meet the minimum requirements.

MINIMUM EDUCATION & EXPERIENCE

Education Level	Focus of Education		Years of Experience	Focus of Experience	
Bachelor's Degree	degree in Mechanical Engineering or related field.	and	8 years of	experience in engineering, research practices, and principles. Experience in building, equipment engineering, and design.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Applies diversified knowledge of engineering principles and practices to broad variety of assignments and related fields.	And
Requires use of advanced engineering principles and modification and extension of theories, precepts and practices in individual's field.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
None Required.				

PHYSICAL DEMANDS & WORKING CONDITIONS

Physical Demands Category:	Other

PHYSICAL DEMANDS

Physical Demand	Never	Rarely	Occasionally	Frequently	Constantly	Weight
Standing				X		
Walking			X			
Sitting				X		
Lifting	X					
Climbing			X			
Stooping/ Kneeling/ Crouching			X			
Reaching				X		
Talking					X	
Hearing					X	
Repetitive Motions					X	
Eye/Hand/Foot Coordination					X	

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme cold			X		

WORKING ENVIRONMENT

Working Condition	Never	Rarely	Occasionally	Frequently	Constantly
Extreme heat			X		
Humidity			X		
Wet			X		
Noise			X		
Hazards			X		
Temperature Change			X		
Atmospheric Conditions			X		
Vibration			X		