AUBURN
Human Resources

Tech III, Construction

Job Description

JOB INFORMATION

Job Code	ND61
Job Description Title	Tech III, Construction
Pay Grade	ST13
Range Minimum	$46,260
33rd %	$55,510
Range Midpoint	$60,140
67th %	$64,770
Range Maximum	$74,020
Exemption Status	Non-Exempt
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JOB FAMILY AND FUNCTION

Job Family:	Production & Skilled Trades
Job Function:	Construction

JOB SUMMARY

Under limited supervision, serves as a lead technician responsible for overseeing, coordinating, and performing advanced construction, renovation, and maintenance work across Auburn University buildings, streets, sidewalks, and related infrastructure. This role provides technical expertise, leads project teams, ensures quality control, and acts as a liaison between supervision, crew members, clients, and other units. May focus in one of the following areas: in-house construction, infrastructure, or roofing.

RESPONSIBILITIES

- Performs and leads advanced carpentry tasks and installations including, but not limited to, layout, foundations, block, brick, concrete, street repairs, form carpentry, framing, drywall, painting, ceilings, flooring, windows, doors and door jams, siding, roofs, and lead paint removal in university buildings and structures throughout campus.
- Provides leadership, mentorship, and technical training, coordinating multi phase projects, demolition, layout, excavation, construction activities, and trade interfaces executed by Level I and II technicians.
- Reviews and interprets plans, specifications, and work orders; identifies constructability issues; conducts field level quality control inspections; and ensures all work is executed accurately, documented appropriately, and corrected in accordance with university standards and applicable codes.
- Serves as the primary point of contact in the field, ensuring clear and timely written and verbal communication between the supervisor, project managers, clients, contractors, and inspectors.
- Provides expert technical oversight and performs the most complex construction tasks as required.
- Identifies potential structural, building envelope to include roofing, and infrastructure issues; providing recommended corrective solutions.
- Develops scopes of work, supports building of estimates, proposes sequencing strategies and schedules, labor projections, and provides constructability input.
- Training, education, and certification requirements for career progression within this job family are governed by the Auburn University Facilities Management Policy: Training, Education, and Certification Requirements for Trades Personnel.
- Maintains responsibility for personal safety and the safety of others by following established safety procedures, using required personal protective equipment, identifying and reporting unsafe conditions, and completing required safety training.

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	May be responsible for training, assisting or assigning tasks to others. May provide input to performance reviews of other employees.

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	
High School Diploma or GED	High School Diploma or equivalent.	and	8 years of	experience in carpentry, roofing, road repair, and/or concrete forming and finishing. Experience must include at least 2 years of experience at the preceding level.	Or
Associate's Degree	with no specific discipline.	and	6 years of	experience in carpentry, roofing, road repair, and/or concrete forming and finishing. Experience must include at least 2 years of experience at the preceding level.	Or
Bachelor's Degree	with no specific discipline.	and	4 years of	experience in carpentry, roofing, road repair, and/or concrete forming and finishing. Experience must include at least 2 years of experience at the preceding level.	Or
Master's Degree	with no specific discipline.	and	2 years of	experience in carpentry, roofing, road repair, and/or concrete forming and finishing. Experience must include at least 2 years of experience at the preceding level.	

MINIMUM KNOWLEDGE, SKILLS, & ABILITIES

Expert-level knowledge of construction methods, materials, equipment, and best practices.	
Ability to read, interpret, and execute from blueprints, specifications, and technical drawings.	
Advanced skill in one or more focus areas (in-house construction, infrastructure, roofing) with the ability to perform complex tasks independently.	
Strong leadership skills with the ability to coach, train, and direct Tech I and Tech II staff.	
Proven ability to plan, organize, and prioritize work to meet project deadlines.	
Strong client relationship and communication skills.	
Ability to conduct advanced troubleshooting and develop effective solutions.	
Knowledge of University safety standards and the ability to identify workplace hazards and develop Job Hazard Analyses (JHAs) as needed.	
Ability to utilize and learn technology systems, software applications, computers, tablets, and mobile devices to receive assignments, document work activities, access information, and communicate effectively in support of assigned duties.	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
DL NUMBER - Driver License, Valid and in State	"Any State"	Upon Hire	Required	And
	EPA Lead Remodeling, Repair, and Painting (RRP) Program	Upon Hire	Required	

MINIMUM LICENSES & CERTIFICATIONS

Licenses/Certifications	Licenses/Certification Details	Time Frame	Required/ Desired	
	NCCER - Certified Trainer in a related field or equivalent	Upon Hire	Desired	
	ATSSA: Traffic Control Supervisor (TCS) or equivalent	Upon Hire	Desired	
	Certified Associate in Project Management (CAPM) or equivalent	Upon Hire	Desired	

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		50-100 lbs
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	
Extreme heat				X	
Humidity				X	
Wet				X	
Noise					X
Hazards				X	
Temperature Change				X	
Atmospheric Conditions				X	
Vibration				X	

Vision Requirements:

Ability to see information in print and/or electronically.