



**Position Description :** Quality Control (QC) Technician

**Reports To:** General Manager & QC Manager

**Job Summary:**

The QC technician is responsible for checking, verifying, and recording all aspects of concrete production, and finished product daily to ensure product meets customer's specifications and expectations. This position performs concrete testing using precision testing equipment. In addition, they are responsible for communicating findings of inspections to both leadership and production employees constructively and professionally.

**RESPONSABILITIES:**

- 1) Works closely with production team to oversee compliance specifications with the use of raw materials, specifically but not limited to cement, sand, stone, admixtures, lockouts, lifting devices, and reinforcing steel), block outs and lifting devices to achieve the daily production objectives.
- 2) Determine acceptance or rejection of raw materials as well as finished product in a professional and constructive manner.
- 3) Prior to pouring concrete, conduct pre-pour inspections to ensure forms/setup meet production drawings.
- 4) Maintain records consistent for all raw materials ensuring that they confirm with NPCA, VT and NY DOT requirements.
- 5) Performs daily cylinder compressive tests.
- 6) Maintain all appropriate production logs (Pre-Pour, Pour, and Post Inspections). Label all items with proper call letters. Perform all required concrete testing in conformance with the American Society for Testing and Materials American Society for Testing and Materials (ASTM) and American Association of State Highway and Transportation Officials (AASHTO)
- 7) Meets or exceeds safety, quality, housekeeping, attention to detail, and production efficiency objectives while always maintaining a culture of continuous improvement.
- 8) Follow the company best practices and the company policy including safety.
- 9) Maintain high ethical standards which include integrity, honesty, and excellent moral character.
- 10) All other duties as assigned.

**POSITION REQUIREMENTS**

**1) Education**

- 1) High School diploma or GED
- 2) ACI Grade 1 certification preferred or ability to achieve
- 3) NPCA certification preferred or ability to achieve

**2) Experience**

- 1) 2-year degree in construction management, civil engineering or similar field is preferred
- 2) 2 plus years in Quality Control (willing to train the right individual)
- 3) Understand the batching process and certified mix designs preferred (willing to train the right individual)
- 4) Ability to read/review shop drawings

**3) Skills**

- 1) Must have the physical ability to work in a precast concrete manufacturing plant. Frequently required to stand and walk. Occasionally required to stoop, kneel, crouch or crawl. Must frequently lift and/or move up to move 50 pounds.
- 2) Basic Math skills that include multiplying, adding, subtracting, and dividing.
- 3) Self-motivated, positive attitude, helpful and have strong organizational and planning skills
- 4) Able to multi-task at any given time and provide attention to accuracy and detail
- 5) Excellent communication skills; both oral and written
- 6) Customer service and team oriented
- 7) Must possess excellent interpersonal communication skills; both oral and writing, and the ability to work collaboratively during times of high staff stress in a non-threatening manner.
- 8) Ability to problem resolve design conflict through a collaborative effort with plant foreman.
- 9) Punctual and accountable

**4) Career Ladder**

- 1) With demonstrated knowledge and skills, may be promoted to a higher-level position to include Quality Control Leader

**CONDITIONS OF EMPLOYMENT**

- 1) Compliance: Employees will complete required annual mandatory training programs and adhere to all company policies.
- 2) Camp Precast Concrete Products is an equal opportunity employer. Camp Precast does not tolerate discriminating on the basis of race, national origin, color, religion, sex, sexual orientation, disability, age, veteran's status, genetic information or any other characteristics protected by law. Equal opportunities extended to all terms and conditions and privileges of employment, as well as the use of all company facilities participating in all company sponsored activities and employment actions such as promotions, compensation, benefits and terminating employment.

Signed: \_\_\_\_\_, Quality Control Technician      Date: \_\_\_\_\_

Signed: \_\_\_\_\_, Quality Control Manager      Date: \_\_\_\_\_

Signed: \_\_\_\_\_, General Manager      Date: \_\_\_\_\_

Attachment I

**PHYSICAL DEMANDS AND WORKING CONDITIONS**

(Please include with the completed position description)

Job Title: \_\_\_\_\_

<input type="checkbox"/>	Lifting	a. 0 to 10 lbs.	e. 35 to 50 lbs.
<input type="checkbox"/>	Carrying	b. 11 to 24 lbs.	f. 51 to 74 lbs.
<input type="checkbox"/>	Pushing/Pulling	c. 25 to 34 lbs.	g. Over 74 lbs.

**A. Weight-Related Functions and Categories**

- Indicate the letter for the appropriate weight range for each category.

**B. General Functions**

- Type an (X) in appropriate boxes.

<input type="checkbox"/>	Sitting	<input type="checkbox"/>	Climbing	<input type="checkbox"/>	Reaching Above
<input type="checkbox"/>	Standing	<input type="checkbox"/>	Kneeling	<input type="checkbox"/>	Reaching Out
<input type="checkbox"/>	Walking	<input type="checkbox"/>	Crouching	<input type="checkbox"/>	Reaching Below
<input type="checkbox"/>	Driving	<input type="checkbox"/>	Twisting		
<input type="checkbox"/>	Bending	<input type="checkbox"/>	Balancing		

**C. Hand and Foot Manipulations**

- Type an (X) in appropriate boxes.
- |                   |                   |
|-------------------|-------------------|
| Hand Manipulation | Foot Manipulation |
|-------------------|-------------------|

<input type="checkbox"/>	Simple Grasping	<input type="checkbox"/>	Foot Controls
<input type="checkbox"/>	Firm Grasping	<input type="checkbox"/>	Repeat Movement
<input type="checkbox"/>	Firm Manipulation	<input type="checkbox"/>	Use of leg
<input type="checkbox"/>	Pushing/Pulling		
<input type="checkbox"/>	Use of Hand		

**D. Sensory Functions**

- Type an (X) in appropriate boxes.

<input type="checkbox"/>	Far Vision	<input type="checkbox"/>	Depth Vision	<input type="checkbox"/>	Radio Communication
<input type="checkbox"/>	Near Vision	<input type="checkbox"/>	See Fine Details	<input type="checkbox"/>	Talking
<input type="checkbox"/>	Color Vision	<input type="checkbox"/>	Hear Normal Speech	<input type="checkbox"/>	Telephone

**E. Environmental Conditions**

- Type an (X) in appropriate boxes.

<input type="checkbox"/>	Chemical Agents	<input type="checkbox"/>	Heights	<input type="checkbox"/>	Hazardous or Moving Equipment
<input type="checkbox"/>	Dust, Fumes, Gases	<input type="checkbox"/>	Noisy Environment	<input type="checkbox"/>	Extremes in Temperature/Humidity

Verified by: \_\_\_\_\_

Date: \_\_\_\_\_

**Attachment I**  
**(Please include with the completed Position Description)**  
**EXPOSURE CATEGORIES FOR OSHA**

**Exposure Determination:**

Exposure (or potential exposure) to Hepatitis B (HBV) and Human Immunodeficiency Virus (HIV) is defined in terms of actual (or potential) skin, mucous membrane, or parental contact with blood, body fluids, or tissues. Each position is categorized according to likelihood of exposure. Protective equipment shall be readily available. Employees shall be educated in the appropriate use of protective equipment according to their job classifications.

**Category I. Tasks involving exposure to blood, body fluids, or tissues:**

All procedures or other job-related tasks that involve an inherent potential for mucous membrane or skin contact with blood, body fluids, or tissues, or a potential for spills or splashes of them are Category I tasks. Use of appropriate protective measures is required for every employee engaged in Category I tasks. All Category I tasks do not involve the same type or degree of risk and therefore all do not require the same kind or extent of protection. Specific combinations of clothing and equipment are tailored for specific tasks. Minimum levels of protection in most cases include use of appropriate gloves. If there is the potential for splashes, protective eyewear or face shields should be worn. If there is potential for clothing being soaked with blood, protective gowns or aprons should be worn.

**Category II. Tasks that involve no exposure to blood, body fluids, or tissues, but employment may require performing unplanned Category I tasks:**

The normal work routine involves no exposure to blood, body fluids, or tissues but exposure or potential exposure may be required as a condition of employment. Appropriate protective equipment (e.g., gloves, protective eyeglasses, masks, or gowns) will be readily available to every employee engaged in Category II tasks. Employees need not be wearing protective equipment but should be prepared to use appropriate protective gear on short notice.

All employees engaged in Category I and II exposure tasks are offered hepatitis B vaccine through Employee Health Services.

**Category III. Tasks that involve no exposure to blood, body fluids, or tissues and Category I tasks are not a condition of employment:**

The normal work routine involves no exposure to blood, body fluids, or tissues (although situations can be imagined or hypothesized under which anyone, anywhere, might encounter potential exposure to body fluids). Persons who perform these duties are not called upon as part of their employment to perform or assist in emergency medical care or first aid or to be potentially exposed in some other way. Tasks that involve handling of implements or utensils, use of public or shared bathroom facilities or telephones, and personal contacts such as handshaking are Category III tasks.

If Category I and II tasks do not exist in the department, then no specific personal hygiene or protective measures are required. However, these employees should be aware of the risk factors associated with transmission of HBV and HIV so that they can recognize situations that pose increased potential for exposure.

and know how to avoid or minimize personal risk.