

**MATERIALS TESTING ENGINEER
(CLASS CODE 7973)**

Task List – 2022

1. Coordinates and directs the work of various sections of a laboratory testing program engaged in testing a variety of supplies, materials, and equipment.
2. Determines test procedures to be used in unusual or especially difficult cases.
3. Reviews test results for technical correctness, interprets findings and makes recommendations as to specifications for materials.
4. Directs or performs special research work to determine the most appropriate materials and treatments for materials to meet special environmental conditions.
5. Prepares technical papers and oral reports on the results of experimental work.
6. May supervise other Materials Testing Engineers and participate in personnel hiring processes including conducting interviews.
7. May determine sampling and testing procedures for contaminated City property (existing or to be acquired).
8. Confers with Department officials, other engineers and representatives of outside firms regarding test results or services which can be rendered by the laboratory.
9. Prepares correspondence relative to the activities of the laboratories.
10. Establishes internal procedures for, and supervises the requisitioning, receiving, and controlling of supplies and materials used by the laboratories and office employees.