



Kentucky Concrete Association

Job Position Description

Job Title: Director, Engineering & Technical Services

Job Summary:

Responsible for developing and conducting educational offerings for the Association; responsible for conducting American Concrete Institute (ACI) certification programs of the Association and the KCA Level II Course; advises and assists the Executive Director on technical issues of the industry; support promotion activities of the Association; advises and assists member companies on engineering and technical issues; supports the Association operations and strategic plan.

Primary Tasks and Responsibilities:

- An active role in the conduct of KCA's certification activities, including conducting certification sessions and related training classes, as well as development of curriculum and resources for such classes.
- Providing services to KCA member companies related to engineering, mix designs, research, and regulatory compliance as such services are required.
- Supervising the KCA Laboratory, including pursuit and execution of research projects related to concrete applications as such projects are warranted.
- Serving as a technical resource to KCA member companies as well as to other concrete industry stakeholders such as developers, contractors, Kentucky Transportation Cabinet, public officials, and others interested in utilizing concrete, and being the primary staff liaison for the KCA Quality & Specifications Committee and KCA Environmental Control & Safety Committee.
- Taking an active role in both technical and marketing presentations to advance and increase the use of concrete in Kentucky.
- Participate in all KCA activities and in other construction industry-related events where appropriate to advance KCA's mission and vision.
- Contribute to day-to-day operational activities of the KCA.
- Other activities and duties as may be required for the successful operation of the KCA, and such activities and duties as may be approved by the KCA Board of Directors in KCA's strategic plan.
- In-state and out-of-state travel is required.

Skills & Abilities:

- Have a working knowledge of promotion.
- Have a high computer skill level, including Microsoft Office Suite of Programs, and ability to learn new programs and software.
- Have a level of public speaking ability that will provide effective technical and educational presentations in either a group or individual meeting environment.
- Have a positive level of communication skills that will provide for effective communications, reporting and material preparation.
- Must exhibit excellent independent priority setting and goal setting.

Education, Experience or Training:

- College degree in engineering is preferred.
- Professional Engineer credentials are preferred.
- Knowledge of design, construction industry and the concrete industry, specifically, is beneficial.

Personal Attributes:

Team-player; integrity; positive attitude; high energy level; empathetic; innovative; critical thinking; relationship builder; cheerful & optimistic

Salary & Compensation:

- Salary is negotiable.
- Family Health Insurance provided.
- SEP/Retirement, 4% contribution by Association – voted on annually.
- Vacation and sick time plan.
- Mileage reimbursement.

Submit resume to:

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