

POSITION DUTY STATEMENT

DOT PM-0924 (REV 01/2025)

CLASSIFICATION TITLE Foundation Driller	OFFICE/BRANCH/SECTION DES/GS/Drilling Services	
WORKING TITLE Foundation Driller	POSITION NUMBER 559-322-6356-xxx	REVISION DATE 04/10/2026

As a valued member of the Caltrans team, you make it possible to improve lives and communities through transportation.

GENERAL STATEMENT:

Under the supervision of a Senior Engineering Geologist (Supervisor) or Senior Transportation Engineer (Supervisor) or the direction of a Foundation Driller Leadworker, the Foundation Driller performs the work involved in foundation exploration drilling operations. This position will require frequent statewide travel. Possession of a valid California Class B commercial driver's license is required.

CORE COMPETENCIES:

As a Foundation Driller, the incumbent is expected to become proficient in the following competencies as described below in order to successfully perform the essential functions of the job, while adhering to and promoting the Department's Mission, Vision, Values, Strategic Imperatives and Goals. Effective development of the identified Core Competencies fosters the advancement of the following Leadership Competencies: Change Commitment, Risk Appetite, Self-Development/Growth, Conflict Management, Relationship Building, Organizational Awareness, Communication, Strategic Perspective, and Results Driven.

- **Flexibility and Managing Uncertainty** : Adjusts thinking and behavior in order to adapt to changes in the job and work environment. (Safety - Collaboration, Integrity)
- **Dealing with Ambiguity (Risk)**: Can comfortably handle risk and uncertainty, as well as make decisions to act without having the total picture. (Safety - Collaboration, Integrity)
- **Reliability**: Ability to demonstrate dependability in meeting commitments, and providing a consistent work product. Takes responsibility for individual actions in order to meet deadline demands. (Safety - Collaboration, Innovation)
- **Problem-solving and Decision-making** : Identifies problems and uses logical analysis to find information, understand causes, and evaluate and select or recommend best possible courses of action. (Safety - Integrity, Pride)
- **Teamwork/Partnership**: Develops, maintains, and strengthens partnerships with others inside or outside of the organization through effective communication and collaboration. (Safety - Collaboration, Integrity)
- **Customer Focus**: Considers, prioritizes, and takes action on the needs of both internal and external customers. (Safety, Employee Excellence - Integrity, Pride)
- **Communication**: Expresses oneself clearly in all forms of communication. Gives feedback and is receptive to feedback received. Knows that listening is essential. Keeps others in the Division and other functional units informed as appropriate. (Safety, Employee Excellence - Collaboration, People First)
- **Planning and Results Oriented**: Organizes and executes work to meet organizational goals and objectives while meeting quality standards, following organizational processes, and demonstrating continuous commitment. (Safety, Equity - People First)
- **Commitment/Results Oriented**: Dedicated to public service and strives for excellence and customer satisfaction. Ensures results in their organization. (Safety - Collaboration, Integrity)

TYPICAL DUTIES:

Percentage	Essential (E)/Marginal (M) ¹	Job Description
40%	E	Assists in operation of rotary drilling, auger drilling, sampling, testing, and diamond 40% E drilling equipment.
25%	E	Maintains and repairs drilling equipment and special foundation exploration and testing tools.
20%	E	Drives trucks containing drilling equipment; performs manual labor as required such as loading, unloading, and handling of heavy drill tools and accessories.
15%	M	Takes charge and operates the equipment when an extra shift is necessary or during the absence of the Foundation Driller Leadworker. Keeps drilling and maintenance records.

ADA Notice

This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at Forms.Management.Unit@dot.ca.gov.

POSITION DUTY STATEMENT

DOT PM-0924 (REV 01/2025)

¹ESSENTIAL FUNCTIONS are the core duties of the position that cannot be reassigned.
MARGINAL FUNCTIONS are the minor tasks of the position that can be assigned to others.

SUPERVISION OR GUIDANCE EXERCISED OVER OTHERS
This is not a supervisory position.

KNOWLEDGE, ABILITIES, AND ANALYTICAL REQUIREMENTS

Knowledge of complex vertical exploratory, horizontal drilling, and testing equipment.
Ability to operate and maintain sampling equipment, take undisturbed soil samples utilizing 2 and 3 inch diameter samplers, use of Shelby tubes and Pitcher barrels, and perform diamond coring.
Knowledge of Cal/OSHA safety regulations and practices pertaining to the operation of drilling equipment.
Ability to drive large trucks (must have a valid California Class A driver's license), operate drilling equipment in difficult locations, climb steep slopes and work on difficult terrain.

RESPONSIBILITY FOR DECISIONS AND CONSEQUENCES OF ERROR

Will apply independent judgment commensurate with the scope of the assignment and seek direction as required. Expected to exercise good judgment in performing tests and caring for tools and equipment. Failure to adhere to safe drilling and driving practices could result in injury or damage to equipment.

PUBLIC AND INTERNAL CONTACTS

Will make both written and verbal contacts as needed to perform assignments.

PHYSICAL, MENTAL, AND EMOTIONAL REQUIREMENTS

Employee will be required to travel extensively statewide. Mental requirements include sustained mental activity needed for problem solving and reasoning. Must be able to develop and maintain cooperative working relationships. Incumbent must respond appropriately to the needs, feelings and capabilities of different people in different situations; is tactful and treats others with respect.

WORK ENVIRONMENT

This position will require extensive statewide travel. The incumbent will be required to work during day and night time lane, ramp, and shoulder closures on, or adjacent to multi-lane highways and bridge structures actively in use by the traveling public. DES adjusts to periods of fluctuating workload to successfully deliver projects. Incumbent will be required to travel and perform fieldwork and will be exposed to dirt, uneven surfaces, extreme temperatures, noise, vibration, and odor associated with fieldwork. May work around bulky/heavy materials and equipment used in the vicinity of inspection areas. May also be exposed to the motoring public. DES employees may be given temporary assignments on DES projects throughout the State as workload demands.

ADA Notice

This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at Forms.Management.Unit@dot.ca.gov.

POSITION DUTY STATEMENT

DOT PM-0924 (REV 01/2025)

I have read, understand and can perform the duties listed above. (If you believe you may require reasonable accommodation, please discuss this with your hiring supervisor. If you are unsure whether you require reasonable accommodation, inform the hiring supervisor who will discuss your concerns with the Reasonable Accommodation Coordinator.)

I agree that by providing my electronic signature for this form, I agree to conduct business transactions by electronic means and that my electronic signature is the legal binding equivalent to my handwritten signature. I hereby agree that my electronic signature represents my execution or authentication of this form, and my intent to be bound by it.

EMPLOYEE (Print)

EMPLOYEE (Signature)

DATE

I have discussed the duties with, and provided a copy of this duty statement to the employee named above.

SUPERVISOR (Print)

SUPERVISOR (Signature)

DATE

ADA Notice

This document is available in alternative accessible formats. For more information, please contact the Forms Management Unit at (279) 234-2284, TTY 711, in writing at Forms Management Unit, 1120 N Street, MS-89, Sacramento, CA 95814, or by email at Forms.Management.Unit@dot.ca.gov.