Missouri Department of Transportation Job Description

Job Title: Maintenance Liaison Engineer

Title Code: R05765

Salary Grade: 12

Exemption Status: Exempt

Supervisory Responsibilities: Full Supervision

District/Division: Central Office – Maintenance Division

Effective Date: 10-16-2025

Replaces (Effective Date): 02-01-2025

General Summary

The maintenance liaison engineer assists districts on the management of the overall maintenance program; researches, develops, or modifies maintenance procedures; and completes special projects relating to maintenance operations. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- Bachelor's degree in Engineering from an ABET-accredited college or university curriculum.
- Licensed as a Professional Engineer in the State of Missouri.
- Over nine years of experience in highway or transportation engineering.

Special Working Conditions/Job Characteristics

- Job requires occasional, statewide and out-of-state, overnight travel.
- This title requires advanced accreditation or licensure which is only available to holders of specific postsecondary degrees.

Examples of Work

1. Serves as a department expert in a specific, critical area of engineering; consults with district personnel and makes recommendations on the statewide maintenance program; and coordinates the division's quality assurance, best practices, and policy development programs.
2. Evaluates and makes recommendations regarding department manuals, policies, procedures, and state and federal regulations.

3. Inspects field operations, work zones, buildings, and road conditions to observe procedures and prepares related recommendations, correspondence, and reports.

4. Studies and analyzes the cost and effectiveness of methods, materials, and equipment and determines best practices; conducts special studies on new products and procedures to evaluate effectiveness.

5. Revises and develops standards and specifications for maintenance operations.

6. Assesses potential training needs and assists in their development.

7. Represents the department on maintenance matters at meetings, seminars, or conferences.

8. Develops and implements work plans and manages budget expenditures.

9. Reviews claims submitted on maintenance contracts.

10. Performs supervisory responsibilities.

11. Performs other responsibilities as required or assigned.