Missouri Department of Transportation Job Description

Job Title: Roadside Manager

Title Code: R04664

Salary Grade: 8

Exemption Status: Non-Exempt

Supervisory Responsibilities: Full Supervision

District/Division: District Offices - Maintenance

Effective Date: 10-16-2025

Replaces (Effective Date): 02-01-2025

General Summary

The roadside manager administers and supervises the roadside, landscape and vegetation management operations in the district. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- Bachelor's Degree: Horticulture, Landscape Management, Agronomy, Agriculture, or related field, **AND** three years of experience in vegetation management positions, **OR**
- Seven years of experience in vegetation management positions.
- Valid Class B Commercial Driver's License with no air brake restrictions and interstate status (either Excepted Interstate [EI] or Non-Excepted Interstate [NI]).
- Valid Pesticide Applicator's License
- Successful completion of a range of motion examination and a medical-physical examination.

Special Working Conditions/Job Characteristics

- Job requires moderate physical activity.
- Job requires exposure to moderately adverse and undesirable environmental conditions.
- Job may require operation of vehicles to plow snow and spread ice control materials.

Examples of Work

1. Develops and administers district-wide roadside management program; promotes best practices of vegetation management for the district.

2. Manages the herbicide program for the district; budgets and maintains chemical inventories; conducts training for employee herbicide licensing.

3. Manages the incarcerated crew program for the district.

4. Designs and sets priorities for personnel on roadside vegetation projects for prairie restoration, planting for buffers and screens, encroachment barriers, soil stabilization and enhancement plantings.

5. Manages contract development and administration for mowing, landscape installation, work release program, busing and transport including service contracts for rest areas and district complexes.

6. Plans, develops and monitors roadside budgets for the fiscal year.

7. Serves as contact for customer and community relations regarding roadside policies and programs including district activities and projects.

8. Serves as district contact for compliance with federal and state agencies on roadside environmental regulations such as endangered species habitat, drainage and stream crossing permits and wetland/stream bank mitigation projects.

9. Conducts research on new products, materials, and methods relating to roadside vegetation management.

10. Provides communication between district office and roadside crews.

11. Performs supervisory responsibilities.

12. Performs other responsibilities as required or assigned.