

Missouri Department of Transportation Job Description

Job Title: Bridge Inspection Crew Supervisor

Title Code: R01054

Salary Grade: 9

Exemption Status: Non-Exempt

Supervisory Responsibilities: Full Supervision

District/Division: Central Office - Bridge

Effective Date: 12-16-2024

Replaces (Effective Date): 07-01-2022

General Summary

The bridge inspection crew supervisor supervises and directs crews, and performs visual, in-depth, special, and fracture-critical inspections of bridges. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- High School Diploma or GED/HiSET
- Valid Class B Commercial Driver's License with no air brake restriction and interstate status (either Excepted Interstate [EI] or Non-Excepted Interstate [NI]).
- Employee will be required to pass a cardiopulmonary function test yearly, attend training on the use of respirators, and pass a respirator fit test every six months.
- Completion of National Highway Institute Courses: 130055, Safety Inspection of In-Service Bridges, 130078, Fracture Critical Techniques for Steel Bridges.
- Qualified to perform the following Non-destructive Testing methods: Dye Penetrant, Magnetic Particle, and Ultrasonic for shooting pins and thickness measurements.
- Bridge inspection qualified team leader, per department and National Bridge Inspection Standard requirements.
- Successful completion of a work simulation examination and a medical-physical examination.
- Seven years of bridge inspection experience.

Special Working Conditions/Job Characteristics

- Requires continuous, overnight, statewide travel.
- Requires significant physical stamina and endurance.
- Requires exposure to physical hazards, health and safety risks, and/or adverse or otherwise undesirable characteristics in the environment.
- May require operation of vehicles to plow snow and spread ice control materials.

Examples of Work

1. Schedules and assigns bridge crews to general, in-depth, fracture critical, initial, channel section, special, and collision inspections.
2. Trains and leads crews utilizing under-bridge inspection and related equipment; inspects bridges, documents deficiencies, performs non-destructive tests, and completes inspection forms.
3. Trains and leads bridge inspection crews in work zone setup, adhering to department safety policies and procedures; coordinates job site activities with work zone coordinators, bridge engineers, maintenance supervisors, and customer service personnel.
4. Trains and leads crews in the documentation of deficiencies; enters data into the department's Transportation Management System database, element sheets, and inspection forms; photographically documents bridges, codes pictures, and downloads pictures and inspection data.
5. Communicates significant inspection findings and follow-up actions to the district bridge engineer.
6. Plans, organizes, and schedules projected inspection list to coordinate work with engineering and bridge maintenance personnel.
7. Organizes logistics of crew travel and inspection activities; tracks vehicle usage information; prepares estimates of material needs; ensures vehicle maintenance and servicing; enters crew hours worked; obtains bids for inspection equipment leasing and plans transportation for inspection activities; plans and schedules crew member lodging.
8. Assigns and supervises routine cleaning and preventative maintenance of vehicles and equipment; contacts service representatives for repairs as needed.
9. May assist routine maintenance crews with snow removal activities, including snow plowing and spreading ice control materials.
10. Performs supervisory responsibilities in a manner consistent with the department's equal opportunity policies.
11. Performs other responsibilities as required or assigned.