Missouri Department of Transportation Job Description

Job Title: District Maintenance Engineer

Title Code: R05072

Salary Grade: 13

Exemption Status: Exempt

Supervisory Responsibilities: Full Supervision

District/Division: Districts – Administrative Office

Effective Date: 10-01-2025

Replaces (Effective Date): 02-01-2025

General Summary

The district maintenance engineer provides district-wide oversight, technical expertise and quality assurance of district maintenance operations functions including budget, personnel, and equipment distribution. 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
- Eight years of experience in highway or transportation engineering.

Special Working Conditions/Job Characteristics

- Job requires exposure to moderately adverse and undesirable environmental conditions.
- This title requires advanced accreditation or licensure which is only available to holders of specific postsecondary degrees.

Examples of Work

1. Provides district-wide oversight and quality assurance of maintenance operations; provides or locates technical expertise or advice on maintenance operations issues.
2. Manages district maintenance personnel, including identifying availability of personnel and determining recruitment and hiring needs; assigns personnel to maintenance work units as necessary.
3. Supervises, coaches and mentors' maintenance superintendents.

4. Develops and oversees district preventative maintenance and roadside vegetative management programs.

5. Manages and distributes equipment resources to district maintenance units.

6. Ensures appropriate training is provided for all maintenance employees.

7. Manages the district maintenance budget including distributing funding to maintenance superintendents.

8. Represents the district to the public, media and in litigation on maintenance issues.

9. Drives district maintenance policy and procedures.

10. Provides technical assistance, including making field visits to examine work.

11. Develops and oversees maintenance quality control, quality assurance activities and special projects.

12. Performs supervisory responsibilities.

13. Performs other responsibilities as required or assigned.