

# Missouri Department of Transportation Job Description

**Job Title:** Senior Roadside Management Specialist

**Title Code:** R04870

**Salary Grade:** 9

**Exemption Status:** Exempt

**Supervisory Responsibilities:** Lead Worker Only

**District/Division:** Central Office - Maintenance

**Effective Date:** 02-01-2025

**Replaces (Effective Date):** 07-01-2022

## **General Summary**

The senior roadside management specialist performs varied and complex activities in regards to developing, implementing, and monitoring statewide roadside management programs, policies, and practices. Responsibilities are performed under general supervision.

## **Minimum/Required Qualifications**

- Bachelor's Degree: Agriculture, Agronomy, Landscape Management, or related field, **AND** four years of experience in roadside management, **OR**
- Eight years of experience in roadside management.
- Valid certification for Department of Agriculture pesticide license.

## **Special Working Conditions/Job Characteristics**

- Job requires regular, statewide, overnight travel.

## **Examples of Work**

1. Prepares recommendations to the Design division on roadside plans and develops specifications for seeding, fertilizing, mulching, erosion, and maintenance by contract bid or departmental personnel.
2. Monitors the administration of roadside parks and historical monuments throughout the state, including contracts, agreements, conditions and periodic evaluations.
3. Develops training programs for district personnel in roadside management procedures.

4. Administers statewide vegetation management programs, including mowing, brush control, noxious weeds, and herbicide programs.
5. Develops and administers the incarcerated personnel work release program and policy.
6. Analyzes soil test reports and investigates soil conditions to determine proper cover for highway right of way.
7. Plans and administers the highway gardens and Missouri State Fair annual display.
8. Acts as a liaison between the department and other agencies concerning roadside issues.
9. Manages the Adopt-a-Highway and Sponsor-a-Highway programs.
10. Performs lead worker responsibilities, which may include providing general instruction, assigning and reviewing work, coaching and training, providing guidance and instruction in the proper and most efficient methods of accomplishing tasks, and providing input to the direct supervisor on staffing decisions and performance management.
11. Performs other responsibilities as required or assigned.