Missouri Department of Transportation Job Description

Job Title: Urban Traffic Supervisor

Title Code: R01103

Salary Grade: 9

Exemption Status: Exempt

Supervisory Responsibilities: Full Supervision

District/Division: District Offices - Traffic; Maintenance

Effective Date: 09-01-2026

Replaces (Effective Date): 10-16-2025

General Summary

The urban traffic supervisor is responsible for the administration and organization of field traffic operations, including traffic signals, highway lighting, communication systems, advanced transportation devices, highway signing, and pavement markings in an urban area. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- High School Diploma or GED/HiSET.
- Valid driver's license.
- Eight years of experience in traffic or field operations, including three years in a leadership role.

Special Working Conditions/Job Characteristics

- Job requires exposure to physical hazards, health and safety risks, and/or adverse or otherwise undesirable characteristics in the environment.

Examples of Work

1. Provides leadership and support for field traffic operations and maintenance functions; directs and supports a minimum of three first-line supervisors.
2. Manages field traffic budget and inventory levels; makes technical recommendations regarding new traffic equipment and devices.
3. Performs conformance inspections of field traffic devices, under construction projects, and permit projects; ensures performance documents are recorded and maintained for all field traffic devices.

4. Provides field traffic expertise to the planning and design functions; reviews preliminary and final design plans for field operations and maintenance consistencies.

5. Monitors complaints received internally and from the general public regarding field traffic issues and oversees response as necessary.

6. Provides 24-hour a day response to emergency situations involving field traffic devices, including vehicle crashes and storm damage.

7. Compiles and presents information for legal dispositions involving signal operation, acting as an expert witness in traffic related cases.

8. Performs supervisory responsibilities.

9. Performs other responsibilities as required or assigned.