Missouri Department of Transportation Job Description

Job Title: Physical Laboratory Director

Title Code: R05797

Salary Grade: 13

Exemption Status: Exempt

Supervisory Responsibilities: Full Supervision

District/Division: Central Office - Construction and Materials

Effective Date: 10-16-2025

Replaces (Effective Date): 01-01-2025

General Summary

The physical laboratory director manages the physical laboratory, the technician certification program, automation support, the machine shop and building support functions of the department's central laboratory. 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.
- Nine years of experience in highway or transportation engineering.
- OSHA 10-Hour Certification required within 90 days.

Special Working Conditions/Job Characteristics

- Job requires occasional, statewide, overnight travel.
- This title requires advanced accreditation or licensure which is only available to holders of specific postsecondary degrees.

Examples of Work

1. Serves as the contact for department personnel, producers, suppliers and industry representatives regarding the testing results, approval of materials, interpretation of specifications and resolution of material problems.
2. Provides direct supervision for the department's physical testing sections and provides technical direction for the central laboratory building operations.

3. Directs the testing and approval of material used in constructing and maintaining the department's facilities.

4. Directs and provides oversight for the Technician Certification Program providing training for department and contractor personnel as required by the Federal Highway Association (FHWA).

5. Prepares the budget for assigned sections; approves expenditures; researches equipment and supply sources.

6. Assigns, develops and assists in preparing new, or modifying existing, specifications for materials.

7. Directs the preparation and oversight of national accreditation required by FHWA.

8. Assigns special projects for the evaluation of new technology used in department specifications for construction and maintenance of roadway appurtenances.

9. Directs the testing of new products for department use.

10. Performs supervisory responsibilities.

11. Performs other responsibilities as required or assigned.