Missouri Department of Transportation Job Description

Job Title: Railroad Operations Manager

Title Code: R04033

Salary Grade: 10

Exemption Status: Exempt

Supervisory Responsibilities: Full Supervision

District/Division: Central Office – Multimodal Operations

Effective Date: 10-16-2025

Replaces (Effective Date): 12-16-2024

General Summary

The railroad operations manager directs and coordinates the statewide railroad and crossing safety inspection programs for the department for freight rail, Amtrak, and light rail. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- Bachelor's Degree: Civil Engineering, Criminal Justice, Law Enforcement, Safety, Business Administration, or related field, **AND** six years of experience in railroad safety activities, **OR**
- Ten years of experience in railroad safety activities.
- Prefer certification by the Federal Railroad Administration as track inspector, operating practices inspector, or highway-rail grade-crossing signal inspector.

Special Working Conditions/Job Characteristics

- Job requires occasional, statewide, overnight travel.

Examples of Work

1. Directs and coordinates the statewide activities of the railroad and crossing federal and state safety programs for the department in the areas of accident investigations, light rail, complaints, union complaints, railroad employee safety and compliance responsibilities, and the ongoing operations of Amtrak.

2. Assigns and monitors the administration of the section's statistics on railroad crossing injuries, fatalities, derailments, and other like statistics.

3. Coordinates the application of federal and state laws and regulations for safety and security oversight of railroads and the tracks of light rail systems in the state.

4. Assists in developing the railroad sections' performance-based budget and monitors expenditures against approved budget.

5. Assists supervisor in administering the Federal Railroad Administration State Participation Program for the state to improve coordination between federal and state agencies.

6. Assigns and monitors the development and maintenance of a State Rail Security Assessment Plan.

7. Assigns, monitors and develops the state-supported Amtrak route; publicizes Amtrak and seeks to develop it as an acceptable alternative mode of travel.

8. Assigns, monitors and develops the coordination of the department's activities in relation to light rail safety and the future of light rail in the state.

9. Provides administrative support to develop and maintain the rail section portion of the Strategic Plan.

10. Provides administrative support and advice to supervisor on legislative and regulatory issues relating to railroad safety and crossing issues.

11. Participates in phone-duty rotation of emergency railroad calls and assigns rotation to designated employees.

12. Participates and makes presentations at railroad safety activities and events.

13. Performs supervisory responsibilities.

14. Performs other responsibilities as required or assigned.