

# Missouri Department of Transportation Job Description

**Job Title:** Transportation Project Designer

**Title Code:** R05748

**Salary Grade:** 11

**Exemption Status:** Exempt

**Supervisory Responsibilities:** Full Supervision

**District/Division:** District Offices – Design

**Effective Date:** 10-01-2025

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

## **General Summary**

The transportation project designer is responsible for directing a team of designers and technicians in the preparation and production of detailed transportation construction plans, specifications, and estimates and ensuring design complies with department standards and requirements.

Responsibilities are performed under general supervision.

## **Minimum/Required Qualifications**

- Bachelor's degree in Engineering from an ABET-accredited college or university curriculum.
- Successful completion of the Engineer-in-Training exam.
- Six years of experience in highway or transportation engineering.

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

- Job requires district-wide and/or statewide travel.

## **Examples of Work**

1. Supervises preparation of construction plans and job special provisions for transportation projects including evaluating project needs and available resources, and assigning tasks.
2. Supervises design personnel including making employment-related decisions, training, and conducting performance management.
3. Checks and reviews plans for accuracy and compliance with standards and accepted practices for bridge surveys and preliminary, right-of-way, final and consultant plans.

4. Provides design expertise to project core teams and participates in the project scoping process.
5. Reviews consultant-prepared plans and makes recommendations on proposed developments and commercial permits related to right-of-way activity.
6. Establishes, monitors and updates project design schedules and cost estimates and ensures design timeline is met.
7. Investigates and responds to state, city and county officials, property owners, and general public inquiries, requests and complaints.
8. Prepares township, municipal, county, funding and drainage agreements.
9. Prepares information for lettings, awards, and location and design hearings, including providing information to media sources.
10. Designs and drafts projects utilizing project design software.
11. Performs supervisory responsibilities.
12. Performs other responsibilities as required or assigned.