

Missouri Department of Transportation

Code: R05717

Title: Assistant State Design Engineer

Exemption Status: Exempt

Grade: MM06

Job Description

Effective Date	07-01-2022
Replaces (Effective Date)	03-01-2021
General Summary	The assistant state design engineer is responsible for directing and coordinating design activities for the division as assigned including providing day-to-day leadership in the division. 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. Over nine years of progressive experience in highway or transportation engineering.
Supervisory Responsibilities	Full Supervision
Location	Central Office - Design
Special Working Conditions/Job Characteristics	Job requires occasional, statewide, or out of state overnight travel.

Examples of Work

- (1) Provides technical expertise and support to design personnel and district design teams.
- (2) Reviews and edits commission items for accuracy and policy compliance.
- (3) Manages the division budget and ensures compliance with budget policies.
- (4) Makes recommendations to the state design engineer concerning personnel issues.
- (5) Provides design expertise for legal issues including serving as an expert witness in design issues.
- (6) Approves division expense reports.
- (7) Ensures design criteria are appropriate when compared to national standards and department direction.
- (8) Ensures best practices are developed and new procedures are investigated; coordinates special studies.
- (9) Assumes the role of state design engineer in supervisor's absence.
- (10) Performs supervisory responsibilities in a manner consistent with the department's Affirmative Action Program.
- (11) Performs other responsibilities as required or assigned.

The Missouri Department of Transportation promotes an equal opportunity workplace that includes reasonable accommodation of otherwise disabled applicants and employees. Please see your manager should you have any questions about this policy or these job duties.