

Missouri Department of Transportation Job Description

Job Title: Computer Liaison, Design

Title Code: R05697

Salary Grade: 9

Exemption Status: Non-Exempt

Supervisory Responsibilities: None

District/Division: Central Office – Design

Effective Date: 07-01-2022

Replaces (Effective Date): 03-01-2021

General Summary

The computer liaison, design configures and maintains engineering software applications and trains end users on engineering principles and program usage in the production environment. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- Bachelor's Degree in Engineering from an ABET-accredited college or university curriculum.
- Four years of experience in highway or transportation engineering.

Special Working Conditions/Job Characteristics

- Job requires occasional, statewide, overnight travel.

Examples of Work

1. Designs, codes, develops, supports, and configures engineering software applications to be used by the department's engineers and designers.
2. Supports, installs, updates, and maintains design software for department end users.
3. Provides engineering support to department engineers and designers.
4. Trains end users on department's engineering software applications and assists end users with software problems/issues.
5. Designs and updates online training for engineering applications using learning management software.
6. Designs, configures, and updates engineering websites and website applications.

7. Creates and updates manuals and exercises on engineering applications.
8. Communicates with software vendors and department personnel for software solutions; evaluates new software products.
9. Performs other responsibilities as required or assigned.