

Missouri Department of Transportation

Code: R05084

Title: Statewide Incident Response Coordinator

Exemption Status: Exempt

Grade: 18

Job Description

Effective Date 03-01-2008

**Replaces
(Effective Date)** 05-01-2006

General Summary The statewide incident response coordinator coordinates the implementation and maintenance of the department's incident management process statewide. Responsibilities are performed under general supervision.

**Minimum/Required
Qualifications** Bachelor's Degree: Civil Engineering
Licensed as a Professional Engineer in the State of Missouri.
Six years of progressive experience in highway or transportation engineering.

**Supervisory
Responsibilities** None

Location Central Office - Traffic

**Special Working
Conditions/Job
Characteristics** Job requires frequent, statewide, overnight travel.

Examples of Work

- (1) Provides quality assurance for work zones, incident management, emergency management and related practices in each district.
- (2) Conducts freeway surveillance identifying high hazard locations for traffic study; develops and performs traffic studies; makes recommendations and implements corrections.
- (3) Develops training sessions and course materials for department personnel and safety partners regarding incident response management techniques.
- (4) Compiles incident response data for quarterly performance measure publication.
- (5) Serves as a technical resource to district traffic personnel and directs district incident management practices.
- (6) Oversees and administers contracts, materials, equipment and services purchases.
- (7) Plans and coordinates statewide safety conferences for department staff and safety partners.
- (8) 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.