

Missouri Department of Transportation

Code: R05452

Title: District Design Engineer

Exemption Status: Exempt

Grade: 20

Job Description

Effective Date 03-01-2008

**Replaces
(Effective Date)** 04-01-2006

General Summary The district design engineer is responsible for managing the design, utilities and surveying resources for a district and ensures the production of quality highway design plans on time and within budget. Responsibilities are performed under general supervision.

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

**Supervisory
Responsibilities** Full Supervision

Location District Offices - Administrative Office

**Special Working
Conditions/Job
Characteristics**

Examples of Work

- (1) Evaluates transportation projects and other design-related tasks and commits resources to design teams.
- (2) Supervises district design staff including making hiring and other employment-related decisions, assigning work, conducting performance management and ensuring appropriate training is provided.
- (3) Provides highway design expertise through project core team participation.
- (4) Oversees quality assurance and quality control for district design activities, including making field checks.
- (5) Monitors district design plan production to maintain letting schedule.
- (6) Develops, manages and tracks a district annual design budget; approves or recommends design expenditures.
- (7) Provides technical design expertise to district personnel; reviews conceptual, preliminary, right of way and final plans for accuracy and consistency.
- (8) Selects design consultants for district projects; manages a district consultant selection and processing program including tracking existing contracts and seeking consultants for all functional areas.

- (9) Participates on a district's management team and attends statewide project design meetings.
- (10) Represents the district's design program to the media and in litigation on design issues; may serve in an advisory capacity on local government committees as district representative.
- (11) Performs supervisory responsibilities in a manner consistent with the department's Affirmative Action Program.
- (12) 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.