

Missouri Department of Transportation

Code: R05797

Title: Physical Laboratory Director

Exemption Status: Exempt

Grade: 20

Job Description

Effective Date 03-01-2008

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

General Summary The physical laboratory director manages the physical laboratory, the technician certification program, automation support, the machine shop and building support functions of the department's central laboratory. 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 Central Office - Construction and Materials

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

Examples of Work

- (1) Serves as the contact for department personnel, producers, suppliers and industry representatives regarding the testing results, approval of materials, interpretation of specifications and resolution of material problems.
- (2) Provides direct supervision for the department's physical testing sections and provides technical direction for the central laboratory building operations.
- (3) Directs the testing and approval of material used in constructing and maintaining the department's facilities.
- (4) Directs and provides oversight for the Technician Certification Program providing training for department and contractor personnel as required by the Federal Highway Association (FHWA).
- (5) Prepares the budget for assigned sections; approves expenditures; researches equipment and supply sources.
- (6) Assigns, develops and assists in preparing new, or modifying existing, specifications for materials.
- (7) Directs the preparation and oversight of national accreditation required by FHWA.
- (8) Assigns special projects for the evaluation of new technology used in department specifications for

construction and maintenance of roadway appurtenances.

- (9) Directs the testing of new products for department use.
- (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.