

Missouri Department of Transportation

Code: R05024

Title: Traffic Center Manager

Exemption Status: Exempt

Grade: 20

Job Description

Effective Date 05-01-2009

**Replaces
(Effective Date)** 01-15-2007

General Summary The traffic center manager is responsible for directing the planning, design, operation, system enhancement and system maintenance of the traffic management center (TMC), including the statewide Intelligent Transportation System (ITS). Responsibilities are performed under general supervision.

**Minimum/Required
Qualifications** Bachelor's Degree: Civil Engineering, Electrical Engineering, Planning, Public Administration, Business, Criminal Justice or related field.
Experience in intelligent transportation systems or incident response management is preferred.
Eight years of experience in ITS, highway or transportation engineering, or incident response management.

**Supervisory
Responsibilities** Full Supervision

Location District Offices - Traffic

**Special Working
Conditions/Job
Characteristics** Job may require occasional, statewide and out-of-state, overnight travel.
Job requires exposure to moderately adverse and undesirable environmental conditions.

Examples of Work

- (1) Supervises TMC staff including making hiring and other employment-related decisions, assigning work, disciplining employees and conducting performance management.
- (2) Manages and directs the activity of the traffic management center, including the incident, freeway, arterial, work zone, and travel information management programs.
- (3) Directs development, purchase, deployment and maintenance of new technology including software, hardware, telecommunications, field devices and related components.
- (4) Ensures TMC operations comply with accepted national and statewide standards, regional architectures, and best practices.
- (5) Evaluates traffic flow conditions on freeways and other corridors and makes operational decisions based on traffic engineering best practices.
- (6) Reviews and revises TMC policies and procedures including operations manuals, training materials,

configuration management procedures for systems enhancements and asset management requirements.

- (7) Champions the TMC to regional partners; promotes and educates the general public and regional leaders on ITS and activities of the TMC through presentations, tours of the TMC, public service announcements, internet updates and the production of marketing materials.
- (8) Acts as a representative on teams and projects developing and expanding the ITS program and related programs across the state.
- (9) Manages the budget of the TMC.
- (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.