

# Missouri Department of Transportation

Code: R02362

Title: Lead Field Acquisition Technician

Exemption Status: Non-Exempt

Grade: 12

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## Job Description

**Effective Date** 01-01-2014

**Replaces  
(Effective Date)** 06-01-2010

**General Summary** The lead field acquisition technician serves as lead worker and coordinates personnel involved in the collection of field data and installation and maintenance of data collection devices. Responsibilities are performed under general supervision.

**Minimum/Required  
Qualifications** High School Diploma or GED/HiSET, plus additional coursework in electronics/computers, valid driver's license, Class B Commercial Driver's License with airbrake endorsement, and eight years of experience in technical positions.  
OR  
Associate's Degree in electronics/computers, valid driver's license, Class B Commercial Driver's License, and six years of technical experience.  
OR  
Bachelor's Degree in Civil Engineering Technology or a related field, valid driver's license, Class B Commercial Driver's License, and two years of technical experience.  
Successful completion of a range of motion examination and a medical-physical examination.

**Supervisory  
Responsibilities** Lead Worker Only

**Location** Central Office - Transportation Planning

**Special Working  
Conditions/Job  
Characteristics** Job requires continuous, statewide, overnight travel and occasional out-of-state travel.  
Job requires heavy physical exertion and effort.  
Job requires exposure to physical hazards, health and safety risks, and/or adverse or otherwise undesirable characteristics in the environment.  
Job may require operation of vehicles to plow snow and spread ice control materials.

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## Examples of Work

- (1) Leads crews involved in the maintenance, operation, and installation of field data equipment and specialized data collection equipment.
- (2) Coordinates the installation of data collection equipment with district personnel, utility companies, contractors, local government agencies, law enforcement, equipment vendors, and other organizations.

- (3) Sets portable traffic recorders to collect traffic volumes, data for speed studies, automatic vehicle classifications, and special counts.
- (4) Reviews conditions of road surface (cracks, rutting, roughness) with camera and video equipment.
- (5) Maintains, repairs, and calibrates permanent traffic counting, classifying, and weigh in motion equipment.
- (6) Evaluates and researches new equipment for purchase; reports findings and makes recommendations on the purchase of new product.
- (7) Trains coworkers in all methods of data collection and installation, calibration, and maintenance of equipment.
- (8) Performs lead worker responsibilities, which may include providing general instruction, assigning and reviewing work, coaching and training, providing guidance and instruction in the proper and most efficient methods of accomplishing tasks, and providing input to the direct supervisor on staffing decisions and performance management.
- (9) 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.**