

# Missouri Department of Transportation

Code: R04130

Title: Roadside Management Specialist

Exemption Status: Non-Exempt

Grade: 11

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## Job Description

Effective Date 09-01-2014

Replaces  
(Effective Date)

**General Summary** The roadside management specialist performs varied and complex activities in regards to developing, implementing, and monitoring statewide roadside management programs, policies, and practices. Responsibilities are performed under direct supervision.

**Minimum/Required Qualifications** Bachelor's Degree: Agriculture, Agronomy, Landscape Management, or related field

**Supervisory Responsibilities** None

**Location** Central Office - Maintenance

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

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## Examples of Work

- (1) Prepares recommendations to the Design Division on roadside plans and develops specifications for seeding, fertilizing, mulching, erosion, and maintenance by contract bid or departmental personnel.
- (2) Monitors the administration of roadside parks and historical monuments throughout the state, including contracts, agreements, conditions, and periodic evaluations.
- (3) Develops training programs for district personnel in roadside management procedures.
- (4) Administers statewide vegetation management programs, including mowing, brush control, noxious weeds, and herbicide programs.
- (5) Develops and administers the incarcerated personnel work release program and policy.
- (6) Analyzes soil test reports and investigates soil conditions to determine proper cover for highway right of way.
- (7) Plans and administers the highway gardens and Missouri State Fair annual display.
- (8) Manages the Adopt-a-Highway and Sponsor-a-Highway programs.
- (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.**