

# Missouri Department of Transportation

Code: R05043

Title: Standards Specialist

Exemption Status: Non-Exempt

Grade: 16

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## Job Description

Effective Date	04-01-2006
Replaces (Effective Date)	08-01-2004
General Summary	The standards specialist researches, develops, and recommends revisions to design standards. Responsibilities are performed under general supervision.
Minimum/Required Qualifications	Bachelor's Degree: Civil Engineering Five years of experience in highway or transportation engineering.
Supervisory Responsibilities	None
Location	Central Office - Design
Special Working Conditions/Job Characteristics	Job requires occasional, statewide and out-of-state, overnight travel.

## Examples of Work

- (1) Researches, develops, and recommends routine revisions to design standards, including standard specifications, job special provisions, general provisions, project development manual, standard plans, and bid items.
- (2) Performs research for policy and procedure changes and makes recommendations to management.
- (3) Clarifies standard documents and provides past project information to both internal personnel and external customers.
- (4) Investigates new products and design criteria for applicability to highway design.
- (5) Assists in the training of design personnel on application of design standards.
- (6) Represents the division on department or statewide committees/teams.
- (7) Coordinates the distribution of design standards and the Federal Highway Administration (FHWA) review and approval of design standards.
- (8) 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.