

Missouri Department of Transportation Job Description

Job Title: Structural Liaison Engineer

Title Code: R05737

Salary Grade: 12

Exemption Status: Exempt

Supervisory Responsibilities: Lead Worker Only

District/Division: Central Office - Bridge

Effective Date: 01-16-2025

Replaces (Effective Date): 08-01-2024

General Summary

The structural liaison engineer ensures that quality bridge plans and related documents are produced in a timely manner through the use of consultants to meet the department's project construction schedules and commitments and serves as a resource to the district for structural related needs. Responsibilities are performed under general supervision.

Minimum/Required Qualifications

- Bachelor's degree in civil or structural engineering from an ABET-accredited college or university curriculum.
- Licensed as a Professional Engineer in the State of Missouri.
- Over nine years of experience in civil engineering with a demonstrated proficiency in structural design. An advanced degree in civil engineering with an emphasis in structures may be substituted for a maximum of two years of experience.

Special Working Conditions/Job Characteristics

- Job requires occasional, statewide and/or national, overnight travel.
- This title requires advanced accreditation or licensure which is only available to holders of specific postsecondary degrees.

Examples of Work

1. Provides oversight and guidance to consultants under contract for structural services to the department; negotiates scope of work and reviews deliverables from consultants to ensure department's hydraulic and structural design expectations are met; monitors consultants' progress.

2. Provides expertise in structural and/or hydraulic related issues to the districts, including participation in meetings as required.
3. Provides recommendations regarding selection of consultants to provide structural design services for the department; generates input to and maintains the consultant rating system for each consultant under contract for structural services; holds consultants accountable for quality bridge plans delivered on time and within budget.
4. Participates as necessary in the resolution of post-letting construction problems and contractor requests for plan deviation involving structural plans and related documents.
5. Works with outside agencies to obtain permits, cost sharing agreements such as bi-state agreements, and project plan approvals.
6. Prepares and coordinates consultant contracts for structural services, primarily the design of bridges and development of construction plans; approves payment of consultant invoices.
7. Provides structural design guidance within the division and Central Office.
8. Participates with review team and other internal staff in the preparation of cost estimates and job special provisions.
9. Signs and seals structural plans and/or related documents as necessary.
10. 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.
11. Performs other responsibilities as required or needed.