

Title: <b>Heavy Bridge Maintenance Superintendent</b>	Effective Date: September 3, 2013	Grade: XVI	Job Category: Professional
Prior Title: Heavy Bridge Maintenance Superintendent	Prior Effective Date: May 11, 2012	Grade: XVI	Page: 1 of 1

*CHARACTERISTICS OF WORK*

This position is accountable to the Heavy Bridge Maintenance Engineer for overseeing the efforts of Heavy Bridge Maintenance supervisors, statewide, in performing maintenance and making complex repairs to major bridge structures, ferry facilities, weigh stations, and other structures.

*EXAMPLES OF WORK*

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas State Highway and Transportation Department is an "at will" employer.

- In conference with the Heavy Bridge Maintenance Engineer, assess the extent of damage to structures and determine quantities of materials along with estimate of costs for proposed work. Upon completion of the work, assemble final cost for the Heavy Bridge Maintenance Engineer.
- Make periodic inspections of the job site reviewing progress of work with the Heavy Bridge Maintenance Engineer relative to traffic control, safety, and coordinating with the District Maintenance Engineer for the furnishing of materials, equipment, and additional personnel, where necessary, for the effectual prosecution of the work.
- Monitor the statewide inspection crew in making in-depth inspections of all major bridge structures statewide, schedule crews to perform deficiency repairs reported by the Statewide Bridge Inspector, and maintain records of all major repairs that will be required.
- Assist in holding supervisory meetings and conducting safety and policy meetings with Heavy Bridge Maintenance crew members.
- Monitor expenditures relative to the overall Heavy Bridge Maintenance budget.
- Evaluate new materials for economical bridge repairs in cooperation with the Materials Division.

*MINIMUM REQUIREMENTS*

The educational equivalent to a diploma from an accredited high school. Eight years experience in bridge maintenance and construction preferred. Supervisory capabilities and ability to interpret and apply Department policies and procedures. Ability to read and speak the English language sufficiently to converse with the general public, to understand highway traffic signs and signals in the English language, and to respond to official inquiries, and to make entries on reports and records. Statewide travel. Valid Class A commercial driver's license with tanker ("N") endorsement. A pre-employment drug/alcohol test will be conducted after a contingent offer of employment or transfer has been made, and prior to the candidate performing any work for the Department in that capacity. Internal applicants who are already in a safety-sensitive position will not be subject to pre-employment drug/alcohol testing; however, offers to internal applicants who are not in a safety-sensitive position will be contingent upon pre-employment drug/alcohol testing. Subject to additional drug/alcohol testing according to the provisions of the AHTD Drug and Alcohol Testing Program.

*("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)*

