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| Title: State Maintenance Engineer | Effective Date: May 20, 2011 | Grade: N/A | Job Category: Official/Admin. |
| Prior Title: State Maintenance Engineer | Prior Effective Date: September 17, 2008 | Grade: N/A | Page: 1 of 1 |

CHARACTERISTICS OF WORK

This position is accountable for the direction and supervision of the Maintenance Division, for determining maintenance policies, for advising personnel on maintenance problems, and for coordinating maintenance efforts statewide.

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.

- Supervise and coordinate staff for monitoring maintenance projects statewide.
- Serve as problem solving consultant and liaison between the other Divisions and Districts.
- Initiate, develop, and coordinate updated maintenance policies.
- Oversee the development and implementation of management programs and new techniques.
- Oversee the operational aspects of traffic control devices on the highway system and in work zones.

MINIMUM REQUIREMENTS

Possession of a current *Arkansas* license to practice professional engineering. Thorough knowledge of all phases of highway maintenance. Ability to interpret and apply Department policies and procedures. Supervisory capabilities. Valid driver's license.