

Title:	Effective Date:	Grade:	Job Category:
<b>Bridge Management Analyst</b>	October 5, 2023	XV	Technician
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Bridge Management Analyst	January 26, 2016	XV	1 of 1

***CHARACTERISTICS OF WORK***

This position is responsible for assisting in the management of the bridge inventory database, development and maintenance of databases within a bridge management program, and for assisting in the development of bridge preservation, rehabilitation, replacement, and maintenance repair scenarios using an asset management database.

***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 Department of Transportation is an "at will" employer.

- Assist the Bridge Management Section Head in developing priorities for bridge preservation, replacement or improvements for available funding levels.
- Assist bridge inspection personnel in the proper collection of bridge data.
- Assist in establishing and maintaining current preservation, rehabilitation and replacement costs in an asset management database.
- Perform queries or reports from databases used within a bridge management program.
- Develop and implement quality assurance/quality control plans for both data collection and data reporting to ensure the integrity of bridge performance data.
- Assist with bridge inspection scheduling and validation in accordance with federal law.
- Assist the Bridge Management Section Head with implementing policies for unmanned aerial vehicle use within the bridge inspection program as well as maintenance of the unmanned aerial vehicle.

***MINIMUM REQUIREMENTS***

Education and experience: The educational equivalent to a bachelor's degree from an accredited college or university in related field applicable to the work performed OR the educational equivalent to a diploma from an accredited high school plus four years of directly related experience. Experience writing queries and reports with SQL Reporting Services. Experience in database design, development, maintenance, and administration.

Knowledge, skills and abilities: Working knowledge of Departmental software programs including Microsoft Excel and Word. Working knowledge of Structured Query Language with an emphasis in SQL Server Management Studio. Familiarity with InspectX bridge inspection software and database, as well as a general understanding of GIS concepts and software is preferred.

Working Conditions: Occasional in-state travel including overnight trips.

Licenses, registrations and certifications: Valid driver's license.

*("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.)*