

Specification for Class of

MAINTENANCE METHODS SPECIALIST

**Abolished 9/15/06**

Definition: Assists the Roadway Maintenance Engineer as a liaison with District maintenance crews, providing work quality assurance, methods review, standards monitoring and technology transfer for the State-wide maintenance work program.

Typical Work

Conducts on-site inspections to determine required maintenance activity, to analyze results and planned versus actual activity, and to evaluate completed work against established standards;

Writes new or revised standards, methods and procedures;

Advises District Maintenance Engineers and Maintenance Superintendents on priorities of projects, annual program development, and adequacy of staffing, equipment, and materials;

Evaluates the cost effectiveness of equipment, staffing and materials through on-site inspection, consultation with agency personnel and vendors, and research of trade publications;

Oversees testing of new methods and procedures to determine applicability to highway maintenance work;

Coordinates training for maintenance personnel on new methods and procedures;

Performs other work as required.

Knowledge and Abilities

Knowledge of: highway maintenance methods, techniques, materials, equipment, and staffing; Department of Transportation maintenance standards, reporting systems, policies and procedures; principles of a safe working environment.

Ability to: work independently; determine maintenance requirements for roads and structures; conduct field maintenance inspections; analyze and evaluate maintenance work; write standards and reports; persuade or motivate employees and management.

Minimum Qualifications

One year of experience in the Department of Transportation as a Maintenance Supervisor, Maintenance Supervisor, Bridge.

OR

Two years' experience in the Department of Transportation as a Maintenance Lead Technician, Maintenance Technician 3, or Maintenance Lead Technician, Bridge.

Note- A valid driver's license is required

Note: Generally, assignments require 20 percent of the working time in Headquarters and 80 percent in the field, evaluating operations and consulting with crews and management.

New class

Effective February 15, 1985