

MINNESOTA DEPARTMENT OF TRANSPORTATION

Class Specification

**Class code:**

003685

Bargaining unit(s):

AFSCME 202

Classification title:

Transportation Generalist

Function:

Bridge Maintenance

Kind of work:

Basic level technical and/or skilled maintenance work.

Nature & purpose:

Under general supervision an employee in this class performs daily and routine work in the repair and maintenance of bridges and building structures to preserve structural soundness; performs related work as required.

This level is different from the Transportation Associate level in that it requires less direct supervision. At the Transportation Generalist level, daily work and projects are assigned by the supervisor and/or lead worker. Work/projects are completed with a higher level of discretion than at the lower level. An employee modifies simple established procedures to improve work processes.

An employee resolves semi-routine yet similar problems using defined approaches learned through work. An employee at this level is responsible for completing daily work assignments and may identify service needs not currently being met by either taking care of it or bringing it to the attention of the supervisor/lead worker. Some employees may provide work direction to others as part of a specific assignment.

Examples of work:

A position may not include all the work examples given, nor does the list include all that may be assigned.

- * Performs or assists in performing necessary repairs and installations in the area of steel fabrication and erection for bridges and structures so that structural integrity is maintained at the lowest safety risk and inconvenience to the public.
- * Performs or assists in performing concrete work for the construction/repair of bridges and structures so that concrete will be correctly placed, consolidated, finished, and cured to a proper surface in accordance with specifications.
- * Performs or assists in performing carpentry duties related to bridges, buildings and structures to ensure proper construction, remodeling, and forming is completed in a safe and efficient manner in accordance with standards and relevant building codes.
- * Cleans and prepares bridges, buildings, and structure surfaces for painting so that the aesthetic and structural value is maintained in a timely manner in accordance with standards.
- * Transfers and operates the full range of heavy equipment used by MnDOT so that work is accomplished as scheduled.
- * Determines proper traffic control layout and performs traffic control in accordance with the Traffic Control Field Manual to ensure maximum safety of projects for employees and the traveling public.

Knowledge, skills and abilities:

Knowledge of:

- * Practices and/or procedures and materials used in bridge maintenance, structural steel painting, concrete and building and form construction.
- * Practices and/or procedures of masonry, concrete finishing, carpentry and/or welding.
- * Working knowledge of English sufficient to read, write, speak and understand oral and written information; communicate with employees and the general public in-person or via two-way radio and other electronic devices; and to maintain routine written logs and simple records.

Skill in:

- * Use of basic hand tools to handle materials (transporting, stockpiling, and mixing).

Ability to:

Equipment - Perform routine scheduled maintenance; calibrate, set up and adjust equipment; and drive and operate mobile equipment and specialized equipment.

Information Technology – Operate a personal computer and various software applications. Complete simple data entry, enter time into timesheet and database programs, enter messages into equipment such as programmable message boards, take reading from electronic equipment such as mapping grade GPS, Dicky-John or similar unit.

Interpersonal - Work cooperatively with peers. Able to receive verbal instruction and direction.

Leadership - Take responsibility for quality and timeliness of work, respond to unplanned requests, complete assigned tasks and report progress. Demonstrate behavior consistent with department direction.

Math - Add, subtract, multiply, and divide whole numbers and all units of measure including fractions, decimals, and percentages.

Oral Communication - Articulate job-related questions and comprehend answers. Communicate in a team setting.

Problem Solving - Able to follow verbal instructions, can work under the direction of others, work independently, and solve routine technical, process, or people-related problems.

Reading - Comprehend notes, letters, memos, electronic mail (Outlook), white papers, proposals, departmental forms, instructional manuals, and highway plans. Read construction plans, MnDOT manuals, and spec books.

Written Communication - Generate notes, letters, memos and departmental forms using Outlook and other computer applications.

Technical - Rig and work from high scaffolds and other hazardous locations. Perform carpentry, concrete, welding, and other skilled trades work. Set up traffic control and perform flagging operations using the Traffic Control Field Manual.

Licenses, certifications:

Some positions may require a driver's license, as well as endorsements, specific to positions demands and/or equipment required to perform the job within the work area posted.

Technical certification may be required specific to position demands and will be documented on the posting as to the justification of why specific certifications are necessary.

- * Valid Class B Commercial Driver's License without Air Brake restriction. Must obtain a Class A within 6 months of hire, if required.

Minimum qualifications:

Includes years of experience, education, and training required at the time of application to be considered eligible for the vacancy.

The level of experience to perform this job at the TG level can be achieved with:

- * One year of experience performing carpentry OR concrete OR iron work OR a combination of one or more of these activities.

Some examples of carpentry may include: building construction; building repairs; or framing.

Some examples of concrete work may include: grading; bridge construction, repair and maintenance; or forming, placing and finishing concrete.

Some examples of iron work may include: structural steel erection; setting anchor bolts and inserts; gusset plate installation; placement of reinforcing steel or rebar; or rebar replacement.

OR

- * Note: A two year technical trades training or degree (e.g., carpentry, concrete/ masonry) may substitute for one year of experience listed above. (*In order for education coursework to be considered in lieu of work experience, you must submit a copy of your transcript.*)
- * Working knowledge of English sufficient to read, write, speak and understand oral and written information; communicate with employees and the general public in-person or via two-way radio and other electronic devices; and to maintain routine written logs and simple records.

Physical capabilities and environmental work conditions:

The physical demands of this job will vary, but typically requires lifting up to 100 pounds with frequent lifting and/or carrying of objects and/or tools weighing 50-pounds. This job also may require walking or standing to a significant degree on rough terrain or may involve sitting with pushing and pulling of arm and/or leg controls. This job will require strenuous manual labor including but not limited to digging, shoveling, hauling, crawling, bending, pushing, pulling and climbing.

Weather elements:

May require frequent exposure to weather elements (cold) on a daily basis.

Hay rating:

KH: C11 115; PS: C2 (22) 25; AC: B1C 25; WC: 18 = 183

EST:

Rev:

T.C.:

10-6-15 Added iron work to minimum qualifications; deleted welding.

Former title(s):

N/A