

Senior Roadway Maintenance Specialist

[North East Texas Regional Mobility Authority](#)

Tyler, TX 75701

\$80,000 - \$95,000 a year - Full-time

Profile insights. Find out how your skills align with the job description.

Licenses

Do you have a valid **CDL A** license?

Skills

Do you have experience in **Road sign installation projects**?

Education

Do you have a **High school diploma or GED**?

Job details

Pay

- **\$80,000 - \$95,000 a year**

Job type

- **Full-time**

Shift and schedule

- **8 hour shift**
 - **Monday to Friday**
-

Benefits

Pulled from the full job description

- Prescription drug insurance
 - Health insurance
 - 401(k) matching
 - Paid time off
 - Vision insurance
 - Dental insurance
 - Life insurance
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Full job description

The North East Texas Regional Mobility Authority (NET RMA) has an immediate opening for a **Senior Roadway Maintenance Specialist** to join our team in Tyler, Texas. The NET RMA is

an independent government agency created to accelerate the development of infrastructure projects in North East Texas. Our mission is to implement infrastructure solutions that will enhance the quality of life and the economic environment in our area. The NET RMA represents Bowie, Camp, Cass, Cherokee, Gregg, Harrison, Kaufman, Panola, Rusk, Smith, Titus, Upshur, Wood, and Van Zandt counties.

If you want to be part of a small team of professionals where your voice matters and where you are able to contribute your unique skills, then consider applying for this opportunity. The NET RMA enjoys a group of talented individuals who work well together and seldom leave for other opportunities.

You will be responsible for performing complex contract duties including developing, analyzing, evaluating, reviewing, processing, inspecting, implementing, monitoring, and ensuring applicable compliance with contracts. You will also perform work related to transportation activities such as construction inspection, materials and process inspection, surveying, pavement data collection and evaluation, bridge inspection, roadway maintenance and repair, and operating light and heavy equipment.

ESSENTIAL DUTIES & RESPONSIBILITIES

- Meets with project managers to identify objectives, needs and issues concerning project contracts.
- Coordinates roadway maintenance, roadway activities and all other roadway matters.
- In the absence of the Maintenance Director, recommends major maintenance, construction and betterment programs to the Executive Director and NET RMA Board.
- Oversees routine and Preventive Maintenance programs and the development and preparation of maintenance contracts.
- Assist in the development and monitoring of maintenance budget.
- Provides technical and administrative support regarding contracts, billing, payment, and warrant actions; provides assistance, handles complaints, resolves discrepancies and problems.
- Oversees inspection of construction methods and workmanship to ensure roadways, bridges, traffic signals and related structures are constructed according to plans and specifications.
- Maintains highways and right-of-way by performing skilled roadway repair, highway markers and signs; hauls materials and equipment to job sites; removes litter, roadway hazards and roadway debris.

- Audits payment invoices for completeness, accuracy, and compliance with terms of contract and governmental contracting rules, regulations, and procedures.
- Performs preventive maintenance inspections (PML), routine servicing and minor repairs on equipment and completes various required reports including timekeeping equipment forms, inventory, and PML.
- Assists with traffic control; places and gathers cones, warning signs, barricades, and flags.
- Assists in providing support to local law enforcement officials at accident sites and assists stranded motorists, as necessary.
- Inspects traffic control devices and placement at construction and maintenance sites for compliance with specifications for devices, safety laws, rules, regulations, and the Texas Manual on Uniform Traffic Control Devices.

MINIMUM QUALIFICATIONS

Required Education and Experience

- High school diploma or GED
- At least ten (10) years of related experience
- Class A – CDL

COMPETENCIES FOR SUCCESSFUL PERFORMANCE OF JOB DUTIES

Knowledge of:

- Construction engineering policies and procedures
- Applicable plans, specifications and estimates preparation, review, processing, and compliance requirements
- Methods, procedures, equipment, and materials used in intermodal transportation engineering construction and maintenance work
- Materials used in highway and bridge construction and maintenance
- The Texas Manual on Uniform Traffic Control Devices

Skill in:

- Interpersonal skills necessary to develop and maintain effective and appropriate working relationships internally and with other professionals and the general public
- Ability to use Microsoft Office suite
- Using personal computers and applicable programs, applications, and systems
- Perform preventative and minor maintenance and repairs of equipment
- Applying engineering principles, practices, and methods in job responsibilities

Ability to:

- Provide consultation to NET RMA Leadership
- Represent NET RMA in handling complaints

Job Type: Full-time

Pay: \$80,000.00 - \$95,000.00 per year

Benefits:

- 401(k) matching
- Dental insurance
- Health insurance
- Life insurance
- Paid time off
- Prescription drug insurance
- Vision insurance

Schedule:

- 8 hour shift
- Monday to Friday

Work Location: In person

Click link below to view full job posting and apply.

<https://www.indeed.com/job/senior-roadway-maintenance-specialist-b8096a6eda596b63>

If you require alternative methods of application or screening, you must approach the employer directly to request this as Indeed is not responsible for the employer's application process.