



Transportation Maintenance Specialist

CLASS TITLE	CLASS CODE	SALARY GROUP	SALARY RANGE
TRANSPORTATION MAINTENANCE SPECIALIST I	9305	A16	\$40,918 - \$61,130
TRANSPORTATION MAINTENANCE SPECIALIST II	9306	A17	\$42,976 - \$64,469
TRANSPORTATION MAINTENANCE SPECIALIST III	9307	A18	\$45,521 - \$71,055
TRANSPORTATION MAINTENANCE SPECIALIST IV	9308	A19	\$48,244 - \$76,028
TRANSPORTATION MAINTENANCE SPECIALIST V	9309	A20	\$51,158 - \$81,351
TRANSPORTATION MAINTENANCE SPECIALIST VI	9310	A21	\$54,278 - \$87,046
TRANSPORTATION MAINTENANCE SPECIALIST VII	9311	A22	\$57,614 - \$93,138

GENERAL DESCRIPTION

Performs transportation operations or maintenance support work involving performing a variety of transportation operation or maintenance activities.

EXAMPLES OF WORK PERFORMED

Performs a variety of transportation operation or maintenance activities.

Coordinates the placement of barriers and traffic detours.

Checks materials, grades, and other factors for compliance with plans and specifications.

Estimates and obtains materials and equipment needed to complete a project.

Prepares and reviews reports of materials used, project cost, employee time, and other special reports.

Inventories, maintains, installs, and inspects transportation signs, barriers, and other related roadway markers.

Uses a variety of tools to create transportation and highway signs and markers.

Conducts inspections of transportation maintenance contracts and projects.

Maintains and repairs marine vessels, machinery, equipment, systems, or components.

Issues driveway and utility permits.

Confers with local government officials, property owners, or other appropriate individuals regarding highway projects.

Ensures the proper line-up, start, operation, and security of main equipment and related systems for the operation of motor ferry vessels.

Operates, inspects, and evaluates machinery, equipment, and systems.

Performs related work as assigned.

DESCRIPTION OF LEVELS

Examples of work and descriptions are meant to progress through the levels. For example, an employee at level VII may also perform work listed within the previous levels.

Note: Factors that may distinguish between journey levels include the degree of independence in performing the work; the complexity of the work; the scope of responsibility; and the employee's related work experience, education, and certifications. Other factors may include the type, scope, nature, complexity, sensitivity, and/or impact of the assignment.

Employees at the journey levels (levels I-III) may independently perform the full range of work identified within current or previous levels and may assist others in performing work of greater complexity.

TRANSPORTATION MAINTENANCE SPECIALIST I: Performs routine (journey-level) transportation operations or maintenance support work. Works under moderate supervision, with limited latitude for the use of initiative and independent judgment.

TRANSPORTATION MAINTENANCE SPECIALIST II: Performs moderately complex (journey-level) transportation operations or maintenance support work. Works under general supervision, with limited latitude for the use of initiative and independent judgment. Employees at this level may:

- Verify and maintain records of the cost of work performed, materials, and supplies used on highway construction and transportation projects.
- Read and interpret blueprints, sketches, and schematic diagrams.
- Prepare regular and special reports.

TRANSPORTATION MAINTENANCE SPECIALIST III: Performs complex (journey-level) transportation operations or maintenance support work. Works under general supervision, with moderate latitude for the use of initiative and independent judgment. Employees at this level may work more independently than those at the previous levels, may provide guidance to other transportation maintenance specialists, and may:

- Prepare requests for funds, job estimates, and reports related to transportation maintenance contracts and projects.

Note: Senior-level employees (levels IV-VII) may serve in a lead or supervisory role; however, supervisory responsibilities within this job classification series will typically be found at levels VI or VII, depending on the structure and size of the supervised workgroup.

Senior-level employees may perform the full range of work identified in the preceding levels and may coordinate or oversee that work for others. Factors that may distinguish between senior levels include the scope of responsibility, oversight, and authority; the scope, nature, impact and complexity of the operation or maintenance project; the types of equipment used; and the employee's related work experience, education, and certifications.

TRANSPORTATION MAINTENANCE SPECIALIST IV: Performs highly complex (senior-level) transportation operations or highway maintenance support work. Works under limited supervision, with moderate latitude for the use of initiative and independent judgment. Employees at this level may:

- Coordinate a variety of transportation operation or maintenance activities.
- Coordinate the work of staff engaged in repairing and maintaining highways and bridges and plan, schedule, and review work assignments.
- Coordinate projects and establish transportation maintenance procedures.
- Inspect and check materials, grades, and other factors to ensure conformity to highway construction plans and specifications.
- Approve material requests and check work progress and reports.

TRANSPORTATION MAINTENANCE SPECIALIST V: Performs advanced (senior-level) transportation operations or highway maintenance work. Works under limited supervision, with considerable latitude for the use of initiative and independent judgment. Employees at this level may:

- Coordinate highway construction, maintenance activities, and projects; and establish priorities.
- Provide technical assistance regarding road or equipment repairs.
- Perform maintenance inspections on operating machinery, equipment, and systems.
- Participate in the development and monitoring of maintenance contracts.

Note: Employees at levels VI and VII may often serve as a technical/subject matter expert for specialized projects and may often work on multiple complex transportation operations or maintenance assignments simultaneously. Additionally, employees at these levels may assist management with planning and directing major transportation operations or highway maintenance projects. Differences in duties and authority between levels are influenced by the employing agency, specific job requirements, and whether the employee holds additional credentials, such as specialized certifications.

TRANSPORTATION MAINTENANCE SPECIALIST VI (Added 9-1-2025): Performs highly advanced (senior-level) transportation operations or highway maintenance work. Works under minimal supervision, with considerable latitude for the use of initiative and independent judgment. Employees at this level may:

- Oversee and facilitate the installation of equipment and components to ensure contractor compliance.

- Identify and address site issues proactively to resolve any obstacles that may impede project delivery.
- Provide technical knowledge and input to assist installing contractors.
- Lead, assign, mentor, and review the work of maintenance crews.

TRANSPORTATION MAINTENANCE SPECIALIST VII (Added 9-1-2025): Performs highly advanced (senior-level) transportation operations or highway maintenance work. Works under minimal supervision, with considerable latitude for the use of initiative and independent judgment. Employees at this level may:

- Support management with budget planning for maintenance plans, prioritizing repairs and reviewing contracts for costs and quantities associated with repairs.
- Inspect roadways to determine maintenance needs and assign repairs.
- Serve as a liaison with project management, providing reports on inspections, subcontracting, progress, and delays.

GENERAL QUALIFICATION GUIDELINES

EXPERIENCE AND EDUCATION

Experience in highway construction, maintenance, and repair work. Graduation from a standard senior high school or equivalent is generally preferred. Experience and education may be substituted for one another.

KNOWLEDGE, SKILLS, AND ABILITIES

For all levels

- Knowledge of highway construction and/or marine vessel maintenance, repair, and operation; and departmental plans and specifications.
- Skill in the use of highway maintenance equipment, in troubleshooting situations, and in identifying and implementing appropriate solutions.
- Ability to maintain records of materials, supplies, time, and work performed; to work effectively with the public; and to communicate effectively.

Additional for Transportation Maintenance Specialist II – III levels

- Ability to coordinate the schedule of work sequences; and to interpret plans and specifications.

Additional for Transportation Maintenance Specialist III level

- Ability to provide guidance to others.

Additional for Transportation Maintenance Specialist IV – V levels

- Ability to serve as a lead worker providing direction to others.

Additional for Transportation Maintenance Specialist IV – VII levels

- Knowledge of departmental record-keeping procedures.
- Skill in the operation and maintenance of highway construction and maintenance equipment.
- Ability to schedule the sequence and priority of projects; and to estimate and coordinate labor, materials, and equipment.

Additional for Transportation Maintenance Specialist VI – VII levels

- Ability to oversee and/or supervise the work of others.

REGISTRATION, CERTIFICATION, OR LICENSURE

May be required to be licensed in a specialty area.