



COMMONWEALTH OF KENTUCKY JOB CLASS SPECIFICATION

TRANSPORTATION MEDIUM/HEAVY TRUCK MGR

Job Number: 20000608

Job Code: 17700V260516

Job Group: 1700 - AUTOMOTIVE AND MECHANICAL

Job Established: 07/16/1999

Job Revised: 05/16/2026

Grade: 15 Salary (MIN - MID):

\$24,863-\$37,295 - Hourly

\$4,040.24-\$6,060.44 - 37.5 Hr. Monthly Salary

\$4,309.60-\$6,464.48 - 40 Hr. Monthly Salary

Special Entrance Rate:

NONE

NONE

NONE

PROBATIONARY PERIOD:

This job has an initial and promotional probationary period of 6 months, except as provided in KRS 18A.111.

CHARACTERISTICS OF THE JOB: *Characteristics of a job are general statements indicating the level of responsibility and discretion of positions in that job classification. These are not intended to be an exhaustive list.*

Oversees the activities and employees in a repair and maintenance facility. Responsible for the preventative maintenance and general operation of all highway equipment assigned to a particular highway district; and performs other duties as required.

MINIMUM REQUIREMENTS:

EDUCATION:

High school graduate.

EXPERIENCE, TRAINING, OR SKILLS:

Must have eight years in automotive/truck repair technical experience which includes two years of automotive/truck repair supervisory experience.

Substitute EDUCATION for EXPERIENCE:

Additional vocational or technical school training in automotive/truck repair or a related area will substitute for the non-supervisory experience on a year-for-year basis, up to four years.

Substitute EXPERIENCE for EDUCATION:

NONE

SPECIAL REQUIREMENTS (AGE, LICENSURE, REGULATION, ETC.):

Must be 18 years of age. Must possess a valid driver's license prior to appointment in the classification. Must be Automotive Service Excellence (ASE) certified Medium/Heavy Truck Master Technician. <https://www.ase.com/> Employees in this job title must furnish the agency's appointing authority, within six months of appointment into the job, documentation that he or she possesses a valid Class A commercial driver's license. Must complete agency supervisory training within probationary period.

Must maintain any required licensure(s), certification(s), or other credentials for the length of employment in this job classification. Employing agency is responsible for ensuring employee possesses and maintains required licensure(s), certification(s) or other credentials.

EXAMPLES OF DUTIES OR RESPONSIBILITIES OF THE JOB CLASSIFICATION: *Examples of duties or responsibilities are not to be construed as describing what the duties or responsibilities of any position shall be and are not to be construed as limiting the appointing authority's ability to assign, or otherwise alter the duties and responsibilities of a position. This is not intended to be an exhaustive list.*

Assigns responsibilities, duties, and work assignments to automobile/truck technicians and support staff in a repair facility. Coordinates all activities between employees and organizational staff. Reviews and inspects work for accuracy and completeness. Reviews and completes necessary forms, reports, requests, and bills. Provides assistance for difficult mechanical or logistical problems. Maintains a continuous training program for automobile/truck technicians and support staff. Makes field inspections and gives instruction on proper preventative maintenance of highway equipment. Ensures the transfer and maintenance of an inventory of highway equipment within district area. Makes recommendations to Highway District Equipment Manager as to what new vehicles and equipment is needed within their district. Prepares written reports for district and central office authorities relative to damaged equipment. Directs the maintenance of parts and equipment inventories and makes recommendations to correct irregularities. Road tests and inspects equipment repairs as needed.

UNIQUE PHYSICAL REQUIREMENTS:

Physical effort required in the performance of vehicle and equipment repairs.

TYPICAL WORKING CONDITIONS: *Incumbents in the job will typically perform their job duties under these conditions.*

Work is typically performed in a garage type facility or field setting.

ADDITIONAL REQUIREMENTS:

Employees are required to provide basic set of their own work-related tools. The Kentucky Transportation Cabinet will provide insurance to protect against loss or theft of said tools. Upon employment, employees in this job classification may be required to drive a licensed vehicle. Applicants and employees in this job classification may be required to submit to a drug-screening test and background check. Applicants and employees in positions which perform job duties that may require contact with offenders in the custody or supervision of the Department of Corrections or with youth in the care, custody, or supervision of the Department of Juvenile Justice must meet qualifications pursuant to the federal Prison Rape Elimination Act, 28 C.F.R.115.17 and 115.317.

The Commonwealth of Kentucky does not discriminate on the basis of race, color, sex, disability, age, national origin, religion, sexual orientation, gender identity or expression, pregnancy or related medical condition, marital or familial status, ancestry, political affiliation, genetic information, or veteran status in accordance with state and federal laws.