CITY OF SALINAS

TRAFFIC ENGINEER

BARGAININGUNIT/CLASS CODE: AMPS / 15.5008.001

DEFINITION

To plan, organize, direct, and supervise complex engineering work relating to specialized traffic engineering and transportation planning operations and provide technical review of traffic analysis supporting development projects in the City.

DISTINGUISHING CHARACTERISTICS

This is an advanced journey and supervisory level in the professional engineering class series. Incumbents are expected to perform the most complex professional engineering work requiring a substantial level of professional training and experience with general supervision. Assignments require the exercise of independent judgment and initiative in prioritizing, scheduling, assigning and coordinating work.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction from the Director of Public Works or designee. Exercises general supervision over professional and technical personnel.

ESSENTIAL JOB FUNCTIONS OF THE POSITION Duties may include, but not limited to the following:

Perform and manage difficult and complex research, analysis and planning of City traffic, transportation and parking operations. Prepare designs, plans, quantities, specifications and construction drawings; manage consultants and traffic engineering projects within department standards, requirements and practices; act as Project Engineer for assigned projects; conduct and provide essential support for the preparation of planning and traffic studies and investigations, including traffic/transportation surveys and traffic accident investigations; provide oversight of traffic impact studies, and review Traffic Impact Analysis for City projects or private development projects in coordination with various City departments. Prepare and monitor the annual budget for assigned team. Prepare, process and monitor grant applications and contracts for traffic engineering projects. Prepare and manage the preparation of staff reports and make oral presentations at City Council, City Commissions and other boards as assigned. Represent the City at meetings with outside agencies. Select, supervise, train and evaluate professional and technical subordinates. Plan, assign, direct and review the work of professional and technical staff for a variety of municipal projects. Oversee the City's Transportation Impact Fee Program; prepare regular and significant program updates as required by the General Plan Update processes; work with local Metropolitan Planning Organizations and City consultants on cost-efficient updates and maintenance of the City Travel Demand Model. Support and advocate for Complete Streets principles and Green Streets creation in the City. Support alternative transportation modes and transit system development with regional transit agency. Respond to traffic requests including neighborhood traffic calming, school safety issues, and parking analysis. Promote and maintain safety in the work place. Perform related duties as assigned.

PHYSICAL AND MENTAL CHARACTERISTICS

Physical, mental and emotional stamina to perform the duties and responsibilities of the position; manual dexterity sufficient to write, and use telephone, computer, and related equipment; vision sufficient to read fine printed materials and visual display terminals, and to distinguish between different colors for design evaluation purposes; hearing sufficient to conduct in person and telephone conversations; speaking ability in an understandable voice with sufficient volume to be heard in a normal conversational distance, on the telephone and in addressing groups; physical agility to push/pull, squat, twist, turn, bend, stoop and reach overhead; physical mobility sufficient to move about the work environment, physical strength to lift up to 30 pounds and carry items of that weight up to 200 feet; mental acuity to collect and interpret data, evaluate, reason, define problems, establish facts, draw valid conclusions, and make valid judgments and decisions.
CITY OF SALINAS
TRAFFIC ENGINEER (continued)

WORKING CONDITIONS

A combination of outdoor work traveling to locations throughout the City performing field investigations and a business office environment. Subject to sitting at a desk, standing at a counter for long periods of time bending, crouching, or kneeling at files, locating/duplicating drawings, pushing/pulling of file drawers and supplies, reaching in all directions and prolonged periods of time working at a computer terminal while in the office. Walking on uneven surfaces in all weather conditions while taking GPS data and photography of project sites.

QUALIFICATIONS

Knowledge of:

Various phases of transportation/traffic engineering, including planning processes and methods. Systems planning, evaluation of alternatives, traffic operations, project management concepts, standard traffic engineering practices, and roadway design with a preference for accommodation of pedestrians and bicyclists. Pertinent local, State and Federal laws, ordinances and rules. Travel demand modelling, project development and costs, and traffic impact fee development and management. Principles and practices of supervision, training and budget monitoring.

Ability to:

Plan, organize, implement and direct traffic engineering and planning operations and activities. Plan and oversee work of others; analyze situations accurately and adopt an effective course of action. Make effective presentations to staff and public. Prepare clear, concise and accurate correspondence and reports. Establish and maintain effective working relationships with others. Deal tactfully and effectively with the general public, civic and community groups and public officials. Communicate clearly and concisely, both orally and in writing. Supervise, train and evaluate professional and technical subordinates. Effectively organize workload. Promote the mission, values and standards of an effective public organization, particularly in the area of customer service.

Skills to:

Perform, review and supervise traffic and transportation operations. Operate computers, software applications and printing devices appropriate for this position.

License or Certificate:

Possession of a valid California Driver's License. Possession of a valid certificate of registration as a civil engineer issued by the California State Board of Registration for Professional Engineers. Possession of a License as a Traffic Engineer in California is preferred.

Education and Experience:

An example of the education and experience which most likely demonstrates the skills, knowledge and abilities required to perform the duties would be any combination equivalent to a Bachelor's degree from an accredited college or university with major course work in civil or traffic engineering or a related field and three (3) years of increasingly responsible supervisory and professional transportation and traffic engineering experience.

Reviewed ______________________ Approved ______________________
Department Director Human Resources Officer

Approval Date 10/31/16

ORIG: 9-16