

MOBILITY AND TRAFFIC ENGINEERING MANAGER

DEFINITION

Occupants of this classification are in the classified service. This management position serves as a division head and is responsible for anticipating, implementing, coordinating and supervising the diverse mobility and transportation needs of the community which includes understanding trends related to traffic calming, preparing and overseeing the development of traffic related plans, specifications, estimates, reports and studies, and, providing technical coordination on traffic engineering projects. This position also reviews and develops traffic and mobility related conditions for development projects, oversees the City's public street meter and residential permit parking programs as well as oversees the development and implementation of transportation related aspects of the City's General Plan, Zoning Ordinance and environmental review process.

SUPERVISION RECEIVED AND EXERCISED

This position reports to the Public Works Director/City Engineer. Responsibilities include supervision of professional, technical, clerical and contract personnel.

ESSENTIAL JOB DUTIES

The following tasks are essential for this position. Incumbents in this classification may not perform all of these tasks, or may perform similar related tasks not listed here.

1. Plans and conducts special traffic, parking and mobility studies and prepares comprehensive reports.
2. Prepares estimates of costs for traffic and parking control installations and mobility projects, including traffic signals, signs, striping and markings and bicycle and pedestrian improvements.
3. Provides technical coordination on traffic signal related projects, including inspection and field liaison with contract personnel during construction and installation.
4. Provides technical information to other City departments, consultants, private developers, engineers, contractors and the public.
5. Performs calculations, design, checking and some drafting in connection with traffic signals, channelization and other traffic and mobility related projects
6. Oversees traffic census surveys, parking studies, special traffic counts, signalization studies, radar speed checks and traffic movement studies; studies, plans, and develops vehicular routes and speed limits.
7. Drafts and recommends traffic, parking and mobility related ordinances.
8. Investigates and responds to citizen complaints regarding traffic, parking and mobility access problems; analyzes vehicular accident reports and investigates traffic hazards.
9. Reviews road detours and closures.
10. Attends City Council, Traffic & Parking Subcommittee, Traffic Committee, Planning Commission and neighborhood meetings, as required.
11. Coordinates traffic and transportation/mobility projects and issues with other public agencies.

MINIMUM KNOWLEDGE, SKILLS AND ABILITY

Knowledge of:

- Principles and practices of traffic engineering and control.
- State and local traffic laws and regulations.
- Civil engineering principles and designs.
- Traffic signs and electrical equipment used in traffic and parking control.
- Current design and laws and regulations related to active transportation modes

Skill and Ability to:

- Organize and conduct traffic and parking surveys and analyze traffic problems.
- Plan the development of the City's active transportation network
- Prepare accurate, clear, concise comprehensive reports.
- Make public presentations.
- Work cooperatively and effectively with others.
- Communicate effectively both verbally and in writing.

LICENSE AND CERTIFICATES

Registration as a Professional Traffic Engineer or Civil Engineer in the State of California, and a California Class C driver's license if assigned to drive.

TRAINING AND EXPERIENCE

Any combination equivalent to training and experience that could likely provide the required knowledge, skills, and abilities would be qualifying. A typical way to obtain the knowledge, skills, and abilities would be: a Bachelor's Degree in engineering from an accredited college or university preferably supplemented by course work in traffic engineering, and four years of professional level experience in transportation planning/management or traffic engineering.

PHYSICAL REQUIREMENTS AND WORKING CONDITIONS

- Require the mobility to stand, stoop, reach and bend.
- Required mobility of arms to reach and dexterity of hands to grasp and manipulate small objects.
- Perform lifting, pushing and/or pulling which does not exceed 50 pounds and is an infrequent aspect of the job.
- Is subject to office and outside environmental conditions.