

**CITY OF FONTANA
SENIOR TRAFFIC ENGINEER**

DEFINITION: Under general direction, plans, organizes and supervises professional transportation and/or traffic engineering work within an assigned group; and performs a variety of technical tasks relative to assigned areas of responsibility. This position may exercise direct supervision over professional and technical staff.

ESSENTIAL FUNCTIONS: The incumbent must have the ability to:

- Assist in the development and implementation of goals, policies, procedures and priorities.
- Provide professional technical transportation and/or traffic engineering support services relative to assigned area of responsibility and represent the Engineering Division as necessary at public meetings.
- Interpret and apply relevant codes, ordinances, resolutions, rules and regulations.
- Prepare and/or review agreements, prepare requests for proposals and contracts for consulting services.
- Supervise the preparation, updating and maintenance of maps, plans, traffic models and records.
- Check plans for accuracy, suitability, and completeness; provide recommendations for revision and improvement.
- Meet and confer with developers, contractors, engineers and the general public relative to City policies, regulations and procedures; recommend resolution to discrepancies and problem situations with outside parties.
- Administer and/or oversee the administration of contracts; review and approve all payments and billings for contracted services.
- Coordinate activities with other divisions and departments as appropriate.
- Serve on a variety of City and outside commissions, boards and committees as assigned.
- Conduct special transportation and/or traffic engineering studies relative to assigned area of responsibility; prepare appropriate reports and analyses.
- Supervise, train and evaluate assigned professional and technical staff.
- Interpret and apply applicable codes, ordinances, rules and regulations related to development and construction.
- Interpret, review and analyze development proposals, plans and specifications.
- Prepare specifications and compose technical reports.
- Communicate effectively, both orally and in writing.
- Establish and maintain effective working relationships with outside agencies, developers, contractors, engineers, city staff and the general public.
- Perform any other tasks or functions deemed necessary to the daily operations of the employer.

THE ABOVE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED AS NECESSARY BY THE EMPLOYER.

WORKING CONDITIONS: Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement, and fine coordination in preparing reports using a computer keyboard. Additionally, the position requires near and far vision in reading written reports and work related documents. Acute hearing is required when providing telephone and counter assistance.

EXPERIENCE AND TRAINING GUIDELINES: A combination of experience and training that would provide the required knowledge and abilities is qualifying. The incumbent must have knowledge of:

- Principles and practices of supervision.
- Principles and practices of transportation and traffic engineering.
- Applicable laws and regulatory codes related to development, design and construction.
- Principles of organization, administration and personnel management.
- Principles and practices of grant administration.
- Principles and practices of project management.
- Principles and practices of budget preparation and administration.

EXPERIENCE: Four (4) years of increasingly responsible professional transportation and/or traffic engineering work with project management responsibility, AND two (2) years of which must have been as a supervisor.

EDUCATION: Equivalent to a Bachelor's Degree from an accredited college or university with major course work in civil engineering, engineering technology or a closely related field. Additional years of experience and specialized training may substitute for some of the educational requirements.

LICENSES/CERTIFICATIONS: Possession of, and continuously throughout employment, of a Professional Traffic Engineer (TE) certificate and a valid Class "C" or its equivalent Driver's License is required. Possession of a Professional Engineer's (PE) certificate is highly desirable.