

CITY OF GLENDALE

TITLE:	Traffic Engineering Specialist	CLASS CODE:	715
REPORTS TO:	Principal Traffic Engineer Or Traffic Lighting Manager	GRADE:	25
DEPARTMENT:	Transportation	FSLA:	N

JOB SPECIFICATION DATE: June 8, 2007 cm

JOB SUMMARY

Performs highly technical and skilled paraprofessional traffic engineering work related to the design and implementation of traffic signals, construction and special event barricading, pavement markings, traffic signing, and street lighting programs.

ESSENTIALFUNCTIONS

Depending on assignment duties may include but are not limited to:

1. Designs, coordinates and manages specific traffic signalization, pavement markings, signing, and street lighting projects.
2. Reviews and approves street traffic signing, traffic signal, and pavement marking and/or road restriction plans submitted by developers, consultants, or utility companies.
3. Performs streetlight construction inspections
4. Designs, plans and reviews barricading plans submitted by contractors, utility companies and other city departments for new subdivisions and commercial developments, underground utilities and capital improvement projects.
5. Analyzes streetlight construction problems to determine possible solutions, and select the one which best resolves the situation and meets required quality standards.
6. Coordinates all road closures and restrictions within the city's right of way and/or with adjacent municipalities for special events, construction activities or other needs.
7. Performs night time sweeps and maintenance checks on streetlights as required
8. Designs and implements barricading plans for city sponsored and non-sponsored events; coordinates barricade company involvement and payment, staff usage and equipment usage.
9. Develops and performs computerized design for traffic signalization, street lighting, signing and pavement marking, parking and handicap access, travel forecasting, and accident reduction programs.
10. Investigates and resolves requests for service relating to signals, pavement markings, barricading, signing and street lighting problems.
11. Develops technical design standards, for traffic signals, traffic signing, pavement marking and street lighting.
12. Provides technical assistance to contractors, technicians, city staff and outside agencies on the design of traffic signals, traffic signing, pavement marking and street lighting.
13. Approves or denies daily traffic lane closures and construction traffic control plans; monitors construction zones for compliance on daily basis.
14. Designs and implements signage for new subdivisions; prepares invoices for developer payment to the City of Glendale for signage.
15. Reviews development plans for adherence to City street lighting, street design, Intersection design, traffic signalization, pavement marking, and signing standards.
16. Develops traffic projections and performs traffic planning using computer modeling techniques.
17. Prepares written correspondence to consultants, contractors, and outside agencies on traffic signal and streetlighting issues.
18. Monitors the cost of street lighting and the City's payment of bills.
19. Provides advice to City departments on street lighting, traffic signals, pavement markings, and signing issues.
20. Attends preconstruction meeting for street lighting, traffic signals, pavement marking, and signing projects.

SECONDARY FUNCTIONS

21. Performs other related duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

Principles, practices and standards of traffic engineering, electrical engineering, and street lighting systems
Materials, methods and techniques used in the installation and maintenance of street lighting equipment
Traffic surveying techniques and the statistical methods of traffic planning and lighting studies
Federal and State transportation laws and regulations governing traffic markings, traffic signals and roadway lighting
The Manual of Uniform Traffic Control Devices and its application to traffic engineering functions
The Phoenix Barricade Manual and its application to traffic engineering functions
General terminology and mechanical drawing symbols used in civil engineering and public works plans and details

Ability to:

Make complex traffic engineering decisions that affect the safety of the public, both vehicular and non-vehicular
Review and approve plans for safe and effective streetlighting and traffic control devices and monitor for compliance
Perform inspection of streetlight construction projects
Interact with contactors and construction personnel to assure work activities and products meet required quality standards
Coordinate and conduct final inspection of streetlighting work
Operate traffic engineering computer software packages
Perform computer-assisted drafting and prepare designs and specifications for traffic signals, pavement markings, signing, and street lighting projects and department presentations
Negotiate solutions with citizens, utilities, and other outside contacts
Perform night illumination and sign reflectivity surveys and analyses
Work independently and produce accurate reports and analyses
Establish and maintain effective working relationships with all those contacted in the course of work
Be proficient in AutoCAD or similar computer aided drafting program

WORKING CONDITIONS

Office setting with frequent field inspections on high volume streets and intersections or in heavy traffic areas.
May require some lifting and placement of traffic barricading equipment and walking on busy roadways.
Inspections, or work in roadways requires adherence to safety precautions.

MINIMUM QUALIFICATIONS

Associate's Degree in Traffic or Civil Engineering, Electronics, Computer Science, or a related field that includes coursework in traffic signals, street lighting, pavement markings, signing design and analysis, and computer aided design and three years of experience in traffic engineering, traffic control and or traffic barricading depending on area of assignment.

Any equivalent combination of education and training that provides the required knowledge, skills and abilities is qualifying.

SPECIAL REQUIREMENTS

Valid Arizona driver's license
IMSA Roadway Lighting Certification for the specialist in that area of assignment
IMSA signs and marking level II certification for the specialist in that area of assignment
ATSA Traffic Control Supervisor certification for the specialist in that area of assignment