



Title: City Traffic Engineer

FLSA STATUS: Exempt from overtime.

SUPERVISION RECEIVED AND EXERCISED:

Receives direction from Engineering Director.

Exercises direct supervision over 2 full-time employees, Assistant City Traffic Engineer.

MINIMUM QUALIFICATIONS

- **Education:** Bachelor's degree in Civil Engineering
- **Experience:** Requires seven or more years of related experience. Requires advanced knowledge in highly specialized systems and procedures.
- **Licenses/Certifications/Special Requirements:** Registered Professional Engineer required upon hire with preference to Arizona registration. Valid AZ Drivers License upon hire.

PREFERRED/DESIRABLE QUALIFICATION(s):

- Experience in a municipal or government setting.
- Previous supervisory experience is preferred.

JOB SUMMARY

The purpose of this position is to manage all traffic engineering programs, overseeing projects and studies, and to coordinate work with divisions and departments. Prepares division budget; sets performance goals and develops standards; represents the City in regional programs; prepares and presents reports to the Council.

ESSENTIAL FUNCTIONS

Note: This information is intended to be descriptive of the key responsibilities of the position. The list of essential functions below does not identify all duties performed by any single incumbent in this position.

#	Essential Functions
1	Manages staff by planning and prioritizing tasks, ensuring policy and procedure compliance, recommending changes and adjustments, monitoring staff performance and development.
2	Manages Division Programs. Assists staff with decision making process in responding to the needs of the community.



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3	Reviews Development Projects. Reviews projects in terms of traffic impacts and compliance with City standards; approves studies; negotiates changes to the roadway design and / or site access.
4	Conducts and / or Oversees Traffic and Safety Studies. Prepares scope of studies; oversees progress; finalizes documents to achieve the needed information.
5	Interacts with City staff; responds to elected officials; represents City on regional issues; provides professional input on various issues; expresses City's interests as a member agency on regional programs.
6	Oversees project administration to ensure timely completion within budget; makes decision on the design components of the project; approves changes to the scope.

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

Physical strength for this position is indicated below with "X"					
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.					
Sedentary	X	Light	Medium	Heavy	Very Heavy
Exerting up to 10 lbs. occasionally or negligible weights frequently; sitting most of the time.		Exerting up to 20 lbs. occasionally, 10 lbs. frequently, or negligible amounts constantly OR requires walking or standing to a significant degree.	Exerting 20-50 lbs. occasionally, 10-25 lbs. frequently, or up to 10 lbs. constantly.	Exerting 50-100 lbs. occasionally, 10-25 lbs. frequently, or up to 10-20 lbs. constantly.	Exerting over 100 lbs. occasionally, 50-100 lbs. frequently, or up to 20-50 lbs. constantly.

Work Environment for this position is indicated below with "X"				
The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.				
Office	X	Outdoors	Vehicle	Office and Field/ Plant/ Warehouse
Position is typically		Incumbents may be	Incumbents may be	The work will occur in an office and field



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office or administrative work and is not substantially exposed to adverse environmental conditions.	subjected to extreme temperatures, wetness/humidity, respiratory hazards and noise and vibration.	subjected to moving mechanical parts, vibrations, fumes, odors, dusts, poor ventilation, chemicals, oils, extreme temperatures, inadequate lighting, work space restrictions, intense noises and travel.	environment. While performing the duties and responsibilities the employee maybe exposed to loud noise, noxious odors, unsanitary conditions, chemicals, electricity, moving mechanical parts, varying weather conditions, and other related conditions and situations. Position is subject to atmospheric conditions: Fumes, odors, dust, mists, gases or poor ventilation
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MACHINES, TOOLS, EQUIPMENT, SOFTWARE, AND HARDWARE:

Computers, printers, scanner, copy / fax machine, and related software, telephone, vehicle, traffic count equipment.

PROTECTIVE EQUIPMENT REQUIRED:

Safety vest.