



CITY OF HUNTINGTON BEACH INTER-DEPARTMENTAL COMMUNICATION HUMAN RESOURCES

TO: PERSONNEL COMMISSION
FROM: MICHELE WARREN, DIRECTOR OF HUMAN RESOURCES
SUBJECT: REVISIONS TO SENIOR TRAFFIC ENGINEER JOB CLASS SPECIFICATION
DATE: MARCH 20, 2019

The **SENIOR TRAFFIC ENGINEER** is an advanced professional job classification in the Engineering series represented by the Management Employees Organization (MEO).

A reallocation of staffing resulted in a vacant **SENIOR TRAFFIC ENGINEER** position providing the opportunity to update the job class specification. Modifications to the job class specification are recommended to 1) refresh the job duties 2) include language regarding mandatory participation in the DMV Employer Pull Notice Program and 3) state the obligation as a City employee to work as a Disaster Service Worker when necessary. The requested modifications are intended to update the classification and do not materially change the fundamental nature of the work performed. The current pay grade remains the same.

The Public Works and Human Resources Departments collaborated on the changes to the job class specification. The City and MEO also met and conferred regarding the changes to this classification. The recommendation presented is based upon the departments' input and the meet and confer process.

At this time, staff requests the Personnel Commission approve the recommendation in accordance with Personnel Rule 12 regarding amendments to the City's Classification Plan.

STAFF RECOMMENDATION

Job Class Title:	Senior Traffic Engineer
Pay Grade	MEO034
Affected Employees:	None
Recommendation:	Approve changes to update the job class specification

Att: Senior Traffic Engineer Job Class Specification

Cc: Travis Hopkins, Director of Public Works
Bob Stachelski, Transportation Manager
Debra Jubinsky, MEO President
Aaron Peardon, OCEA Representative