

CITY OF HUNTINGTON BEACH

CLASS SPECIFICATION



TITLE: SENIOR TRAFFIC ENGINEER

PERSONNEL COMMISSION APPROVAL: MARCH 20, 2019 (REVISED)

COUNCIL APPROVAL: JUNE 4, 2007

JOB CODE:	0034
EMPLOYMENT STATUS:	REGULAR FULL-TIME
UNIT REPRESENTATION:	MEO
FLSA STATUS:	EXEMPT

JOB SUMMARY

Under administrative direction, plans and designs major traffic projects including installation and maintenance of traffic control equipment and conducts traffic engineering studies.

SUPERVISION RECEIVED

Reports to: Transportation Manager

EXAMPLES OF ESSENTIAL DUTIES

- Plans, assigns, reviews and participates in the design review, preparation and checking of plans, site investigations, cost estimates, specifications and reports for the improvement and repair of new traffic control systems and devices
- Provides guidance and direction in the design of street and highway improvement projects in relation to geometric design, signalization and alignment
- Directs the planning and designing of computerized systems for traffic control
- Oversees the activities of consulting engineering firms
- May supervise the work of assigned technical staff
- Provides professional support to higher level management at Public Works Commission meetings as required
- Operates, analyzes and upgrades the City's traffic forecast model
- Reviews and analyzes reports of traffic surveys and the operation of traffic control devices
- Makes engineering analyses of traffic flow conditions, accident locations and causes, and prepares reports and recommendations
- Reviews development plan submittals for conformance with City requirements, including the circulation element of the General Plan, design standards and development conditions

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- Reviews plans and studies submitted by developers in conjunction with private property development including site, street improvements, traffic signal, signing, and striping, street lighting and traffic control
- Confers with other department employees and representatives of government agencies, public utilities and contractors to obtain information pertaining to the preparation of plans, specifications and cost estimates and to the coordination of traffic control contract requirements
- Functions as a departmental representative at various City meetings
- Schedules programs for review of speed zoning, traffic flow, parking regulations and surveillance of operational conditions
- Travels to offsite locations
- Works various hours, including nights and weekends as deemed necessary by manager/supervisor to conform with changing priorities and meet deadlines
- Reports to work as scheduled, maintains satisfactory attendance record
- Performs other related work as assigned

The preceding duties have been provided as examples of the essential types of work performed by positions within this job classification. The City, at its discretion, may add, modify, change or rescind work assignments as needed.

MINIMUM QUALIFICATIONS

Any combination of education, training, and experience that would likely provide the knowledge, skills, and abilities to successfully perform in the position is qualifying. A typical combination includes:

Knowledge of:

- Principles and practices of traffic and transportation engineering systems
- Preparation of plans and specifications for a wide variety of traffic control projects
- Traffic survey systems, methods and techniques
- Traffic control standards of safety as related to traffic pattern design and specifications
- Traffic controller systems and operational methods
- California Department of Transportation (CALTRANS) design standards as related to traffic signal, signing and striping and construction traffic control designs and specifications
- Municipal code and zoning and subdivision ordinances
- Project planning and implementation procedures
- Project management methods

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- Budget development and control techniques
- Software related to traffic engineering, project management, and word processing
- Supervisory and personnel methods and practices
- Effective customer service practices

Ability to:

- Adapt approved engineering methods and standards to the design and construction of a variety of traffic control projects
- Utilize data processing techniques to analyze traffic flow and capacity
- Make comprehensive recommendations for engineering problem solutions
- Oversee, plan and direct the work of others
- Review and provide comments for plans submitted for private development
- Analyze projects for feasibility, practicality and safety
- Stay current on changing regulations and design standards
- Develop workable local timing to be implemented in the field
- Prepare and review traffic impact analysis and capacity reports
- Communicate effectively both verbally and in writing
- Organize projects and activities
- Plan and organize work to meet changing priorities and deadlines
- Travel to various locations within a reasonable timeframe
- Establish and maintain cooperative and effective relationships with those contacted in the course of work
- Provide quality customer service

Education: Bachelor of Science degree in civil engineering from an accredited college or university.

Experience: Four (4) years related engineering experience, with two (2) years in traffic engineering or transportation planning.

License/Certifications: A valid California Class C driver license with an acceptable driving record required at time of appointment and during course of employment.

Registration in the State of California as a Professional Engineer required. If licensed in another state as a Professional Engineer, California registration must be obtained with twelve (12) months of employment.

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SPECIAL CONDITIONS

Employees regularly assigned/required to drive a City or personal vehicle in the course and scope of work shall be required to participate in the DMV Employer Pull Notice program.

Public Employee Disaster Service Worker: In accordance with Government Code Section 3100, all Huntington Beach City employees are required to perform assigned disaster service worker duties in the event of an emergency or a disaster.

PHYSICAL TASKS AND ENVIRONMENTAL CONDITIONS

Incumbents must be able to meet the physical requirements of the job class and have mobility, balance, coordination, vision, hearing and dexterity levels appropriate to the duties to be performed.

Work is performed indoors and outdoors. Incumbents use a computer keyboard and related equipment. Incumbents sit, stand, walk, climb, stoop, crouch, twist, bend, push, pull, reach, grasp, and lift. May require moving tools and equipment weighing 25 pounds or less. When work is performed outdoors, there is full exposure to various weather conditions. Must utilize approved safety equipment and protective gear, including but not limited to safety vests, hard hats, respirators, and/or hearing protective devices. Requires near vision in reading correspondence, plans, specifications and other information. Acute hearing is required when providing telephone service and communicating in person. May perform inspections of work in the field requiring walking on uneven ground, working around machinery, fumes, dirt and gas and in varying temperatures.

Reasonable accommodations for an individual with a qualified disability will be considered on a case-by-case basis.