

Title: Assistant Traffic System Operator
PG: 45
Status: Civil Service
Position Reports to: Traffic System Operator
Department: Public Works

Class Code: 3826
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

This is highly skilled technical work in the field of Traffic Engineering and computerized Traffic Signal Control Systems in an urban area. Work involves the daily management of the computerized traffic control system operation, including development and input of timing plans, and database maintenance. Work includes studies and analysis of the traffic capacity and classification of existing streets and roadways. Work also includes supervision of subordinates in performing technical tasks and the management of the Traffic Engineering Division's other non-system computers and software. Work is assigned with general instructions requiring independent judgment and initiative.

ESSENTIAL FUNCTIONS:

1. Perform operational studies and analysis including vehicle and pedestrian volumes, vehicle travel times, spot speed, stop vehicle delay, video logging, parking usage and availability.
2. Monitor traffic control system operation, communications and field equipment for proper operation and in case of malfunction, promptly notify and provide assistance to the division's maintenance personnel.
3. Perform analysis of the system to determine effectiveness of existing timing plans and system operation using real-time and historical data from the traffic control system along with field studies and observations.
4. Implement the graphic representation of complex traffic signal layouts including channelization, pedestrian movements, signal timing, sequence, and placement into the computerized traffic signal control system.
5. Prepare detailed designs for traffic control equipment installation, signal timing, pavement markings, and geometric changes for intersection/roadway improvements.
6. Investigate and respond to citizen concerns and complaints regarding traffic control devices and intersection/roadway safety.
7. Assists in maintaining the division's inventory programs; intersection node assignments and crash records.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS & ABILITIES:

1. Thorough knowledge of computerized traffic control systems and the principles and practices of Traffic Engineering.
2. Thorough knowledge of traffic engineering software to include; Highway Capacity software, Transyt 7F, PASSER II, Synchro and TSPPD.
3. Thorough knowledge of the Manual of Traffic Engineering Studies, Manual of Uniform Traffic Control Devices and Roadway Traffic Design Standards.
4. Thorough knowledge of the capabilities, programming techniques and applications of microcomputer and peripheral equipment, and the ability to develop or adapt computer programs to specific needs of the division.
5. Thorough knowledge of the approved methods and equipment used to conduct traffic studies.
6. Thorough knowledge of computer aided drafting and reproduction, G.I.S., including, Micro Station, AutoCAD, and MapInfo.
7. Knowledge of occupational hazards and safety precautions of the job.
8. Ability to communicate effectively, both orally and in written form.
9. Ability to read and interpret detailed engineering plans and specifications provided.

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10. Ability to establish and maintain effective working relationships with co-workers, other City employees, and the general public.
11. Ability to keep accurate records and prepare concise reports and to analyze complex oral and written statements.
12. Ability to use and understand test equipment used for data communication (i.e. fiber and IP protocols).

WORKING ENVIRONMENT/CONDITIONS:

Requires light work exerting from 0-20 pounds of force occasionally, frequently or constantly to move objects. If the use of arm and/or leg controls requires exertion of force greater than that for sedentary work and the worker sits most of the time, the job is rated for light work. The job requires normal visual acuity, field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception. The worker is subject to inside environmental conditions with protection from weather conditions but not necessarily from temperature changes and also subject to outside environmental conditions with no effective protection from weather. The ability to work shift hours.

QUALIFICATIONS (EDUCATION, TRAINING, AND EXPERIENCE):

1. Graduation from an accredited two (2) year college with major course work in transportation/traffic engineering.
2. One (1) year of traffic engineering or computer programming and operation experience.
3. An equivalent combination of education and experience that is determined to be directly related to the foregoing specific requirements may be substituted.
4. Completion of City University Level three (3) or completion within twelve (12) months.

SPECIAL REQUIREMENTS:

1. Must possess and maintain a valid state of Florida driver's license.
2. Must maintain a valid home telephone number.
3. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.