SENIOR TRANSPORTATION ENGINEER

DEFINITION
Under general direction, participates and supervises staff engaged in the operation of the transportation system including engineering, traffic operations, parking, signs, traffic paint, transportation planning and signals and lighting.

ESSENTIAL FUNCTIONS
This list of tasks is ILLUSTRATIVE ONLY, and is not a comprehensive listing of all functions and tasks performed by positions in this class. Incumbents in this class may not be required to perform all duties listed and may be required to perform additional, position-specific duties.

TASKS
• Reviews plans, specifications, estimates and project studies prepared by staff, consultants, contractors and developers;
• Assists in managing staff engaged in the operation of the transportation system including engineering, traffic operations, parking, signs, traffic paint, transportation planning and signals and lighting;
• Plans, organizes and coordinates controls Transportation Engineering Division services;
• Inspects work of staff in progress and upon completion;
• Receives, investigates and responds to citizens’ complaints or inquiries;
• Recommends and enforces policies, procedures, goals and objectives for the Division.
• Prepares and administers Division budget and monitors expenditures;
• Recommends the purchase of equipment and assists in the development of specifications;
• Attends departmental and outside meetings with local, regional and state committees.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS
• Knowledgeable of transportation engineering practices and principles, management and/or supervision practices, of budgeting and purchasing techniques and procedures,
• Skilled in prioritizing and scheduling work activities, providing and following oral and written instructions, and in establishing and maintaining effective working relationships;
• Ability to effectively communicate verbally and in writing in English with all levels of staff and public;
• Proficient in the use of a personal computer, electronic devices and software to perform essential job functions.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS
Work is performed in an office environment. Work may require frequent standing, walking and bending. May be exposed to repetitive motion and vision to monitor.

QUALIFICATIONS
Bachelor’s degree from a four-year accredited college or university in Transportation Engineering, or closely related field, AND four years of progressively responsible experience in transportation engineering. Must possess at the time of application and maintain a valid California Driver’s License. Depending on the needs of the City, incumbents in this job classification may be required to posses or obtain additional licenses and certifications.