TRAFFIC OPERATIONS MANAGER

DEFINITION
Under direction, manages and coordinates the installation of signalized intersection, safety lighting and interconnect traffic systems activities and establishes operating procedures and work standards for assigned staff.

ESSENTIAL FUNCTIONS
(Essential functions, as defined under the Americans with Disabilities Act, may include the following tasks, knowledge, skills and other characteristics. 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
- Coordinates and supervises the installation of signalized intersection, safety lighting and interconnect systems;
- Oversees the testing and calibration of computerized traffic signal control equipment to State and NEMA specifications;
- Plans and prepares layouts of traffic signal installations;
- Programs traffic-signal computer systems, including installation/repair or microwave, aerial and underground cable control systems;
- Oversees preventative maintenance checks on changeable message signs, controller cabinets, fiber optic hub cabinets, optical transmitting equipment, and closed circuit television system.
- Perform basic and complex repairs to light emitting diode changeable message signs, controller cabinets, closed circuit television cameras, pan/tilt hardware, video conversion and transmission equipment.
- Conduct walking surveys and visual checks of signal hardware; perform complex troubleshooting and repair of intersection equipment; respond to traffic signal malfunctions.
- May attend meetings coordination meetings with external agencies that may impact City development projects.

KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS
- **Knowledge of:** Principles of fiber optic cable, optical transmitting equipment and components; principles of changeable message signs and light emitting diodes (LED); principles of microprocessors and equipment; principles of traffic signal operation and traffic controller operation; basic electrical circuits; basic and advanced electrical theory; types of underground facilities for traffic signals and their operation; basic filing and inventory procedures; and basic record keeping procedure;
- **Skilled in:** Performing fiber optic cable fusion splicing; troubleshoot and repair optical and data transmission equipment; troubleshoot and repair changeable message sign components; troubleshoot and repair closed circuit television cameras and pan/tilt equipment; troubleshoot and repair video transmission equipment; read traffic signal plans and controller cabinet schematics and prints; provide and work in safe on-street work zones; use an underground cable locator to locate existing traffic signal equipment; read engineering plans and diagrams; and operate IBM compatible personal computer and related software; maintain accurate records and files; maintain an appropriate level of inventory;
- **Ability to:** Oversee and participate in the management of a comprehensive traffic and transportation program; oversee, direct, and coordinate the work of lower level staff; participate in the development and administration of division goals, objectives, and procedures; prepare and administer large program budgets; effectively conduct short and long range planning studies; design traffic control and flow systems; and the ability to establish and maintain effective working relationships with those contacted in the course of work.

WORK ENVIRONMENT AND PHYSICAL REQUIREMENTS
Incumbents are exposed to live electricity, working in inclement weather and in contact with dirt, dust, smoke, fumes, and gases. Must be able to use both hands, arms and legs; stoop and bend; reach over head; lift up to and carry 40 pounds; maintain proper balance, stand and walk; climb stairs and ladders above 10 feet.

QUALIFICATIONS
Proof of International Municipal Signal Association certification level III AND five (5) years experience in the maintenance and repair of traffic signal equipment. Must possess at the time of application and maintain a valid California Driver’s License.