

**City of San Rafael  
Job Class Specification**

## **Job Title: Traffic Engineer**

### **SUMMARY**

Performs traffic engineering duties such as traffic operation, transportation modeling and analysis, traffic impact studies, and traffic impact fee calculations, design, construction management, neighborhood traffic issues, parking. This is a single position classification in the Engineering division.

### **SUPERVISION EXERCISED AND RECEIVED:**

Reports to the Assistant Public Works Director/City Engineer. May indirectly supervise engineering and administrative staff.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following.

- Manage City-wide traffic system.
- Oversees City's traffic signal system and maintenance contracts and directs necessary changes to modify the system.
- Issues work orders to make changes to existing roadway system to improve safety and capacity.
- Performs traffic signal timing and operation
- Conducts transportation modeling to assess the City's future traffic conditions and subsequently assist to develop policies to evaluate proposed developments.
- Participate in Traffic Coordinating Committee to address complaints, requests for changes, and neighborhood calming techniques and studies.
- Analyzes transportation impact studies, recommends mitigation, and recommends project conditions of approval.
- Meets with other department staff to address traffic engineering issues.
- Develops project designs, applies for grant funding, obtains permits from Caltrans and other agencies. Coordinates with other public and private agencies.
- Conducts transportation planning referrals and review.
- Performs accident reconstruction to determine primary collision factor. Determines changes needed in roadway.
- Prepares technical reports for use by City attorneys, and advise attorneys on traffic engineering matters.
- Prepares reports and technical applications for grants from Federal and State sources. Make presentations to selection committees.
- Performs complex and detailed analysis of roadway network using sophisticated computer software programs and methodologies.
- Performs related duties as required.

### **KNOWLEDGE OF:**

- Principles and laws of municipal traffic engineering.
- Traffic Signal System and Operation.
- Traffic Safety.
- Transportation principles and Parking and neighborhood traffic issues.
- Design traffic signal systems.
- Traffic modeling.

**ABILITY TO:**

Communicate effectively, orally and in writing. Analyze complex problems and develop solutions. Direct studies and design proposed solutions. Maintain traffic signal system. Find innovative traffic safety solutions. Develop and maintain effective working relationships with others. Manage and update traffic system. Develop policies for neighborhood traffic issues, parking & development. Supervise others. Work independently.

**EDUCATION and/or EXPERIENCE:**

Any combination of education and experience that demonstrates possession of the requisite knowledges, skill and abilities. A typical way to obtain these would be: BS in Civil Engineering. Five years municipal engineering including two in traffic engineering.

Valid drivers license

California Professional Traffic Engineer License.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly required to stand; walk; sit; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear. The employee is occasionally required to climb or balance and stoop, kneel, crouch, or crawl. The employee must regularly lift and/or move up to 10 pounds and occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is regularly exposed to video display and regularly works in inside environmental conditions. The employee is frequently exposed to outdoors weather conditions. The employee is occasionally exposed to moving mechanical parts and occasionally works with use of personal vehicle. The noise level in the work environment is usually moderate.

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