

CITY OF HAMILTON

PUBLIC WORKS DEPARTMENT

(TRANSPORTATION DIVISION – TRANSPORTATION OPERATIONS – ROADWAY SAFETY, LOCATION – 703 HIGHWAY 8

ROADWAY SAFETY TECHNOLOGIST - CUPE 5167

SUMMARY OF DUTIES

Reporting to the Project Manager, Roadway Safety, Project Manager, Automated Traffic Enforcement and/or Project Manager, Roadway Safety Initiatives, this position undertakes various duties related to traffic operation and safety issues on existing roadways. The position will undertake/arrange for traffic studies and conduct analysis. Recommends changes, develops recommendation reports for various committees & departments.

GENERAL DUTIES

Under the supervision or direction of the Project Manager, Roadway Safety, Project Manager, Automated Traffic Enforcement and/or Project Manager, Roadway Safety Initiatives.

Composes and signs correspondence to Councillors, other departments, the public, outside agencies, contractors and other professionals in the private sector.

Receives requests and complaints from the public, Councillors and their administrative assistants, contractors, lawyers and internally from supervisors regarding roadway safety concerns, intersection control, pavement markings, traffic signs, traffic calming devices and access issues.

Contacts complainant to determine the nature of their problems. Identifies actual problem by conducting traffic studies, researching collision history, interpreting and analyzing collision data to determine collision patterns and deficiencies; calculating collision rates. Identifies and develops alternative solutions to traffic problems; analyzes alternatives and recommends best course of action. Communicates analysis and recommendations by phone, email, memorandum or letter to the original complainant. Implements recommended solutions which may involve changes such as traffic signs, pavement marking revisions and by-laws.

Directs, co-ordinates and assigns tasks directly to Traffic co-op students. Checks their work for correctness, monitors and evaluates their performance and relates same to supervisory staff.

Composes technical reports, correspondences, and compiles statistics.

Provides written and verbal direction for the installation of traffic signs, pavement markings, traffic calming devices, and manages the work order issuing and filing process.

Conducts specialized studies and/or field investigations related to traffic calming and traffic safety for municipal and private developments and detailed site conditions related to development proposals; makes recommendations based on observations.

Provides roadway safety scoping and technical input for capital road works.

Prepares work orders and site documentation related to Automated Speed Enforcement and Red-Light Cameras. Assists in the implementation and analysis of the programs.

Maintains inventories of traffic calming and roadway safety devices.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Performs other duties as assigned which are directly related to the major responsibilities of the job.

QUALIFICATIONS

1. Proven knowledge of the principles, theories and practices of Traffic Engineering normally acquired by attaining a Traffic Engineering Technology diploma or an equivalent combination of education and experience.
2. Demonstrated experience in intersection control, pavement markings, traffic signing, traffic calming devices, various technical manuals and traffic safety.
3. Must have demonstrated excellent time management and communication (written and verbal) skills.
4. C.E.T. preferred and RSP designation would be considered an asset.
5. Experience in a computerized environment with proficiency in Microsoft Office Word, Excel and Outlook. Working knowledge of specialized traffic operations and planning programs such as Synchro, Simtraffic and Traffic Engineering Software (TES) would be an asset.
6. Knowledge of Occupational Health and Safety Act, Ontario Highway Traffic Act, Planning Act, Municipal Act, and relevant municipal statutes.
7. Knowledge of Ontario and National Manuals of Uniform Traffic Control Devices (MUTCD), Ontario Traffic Manual, Traffic Association of Canada and relevant technical manuals.
8. Possess valid Class "G" Driver's Licence and provision of own car.

THIS POSITION REQUIRES A VALID CLASS "G" DRIVER'S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.