

CITY OF HAMILTON

PUBLIC WORKS DEPARTMENT

TRANSPORTATION OPERATIONS & MAINTENANCE DIVISION

TRANSPORTATION OPERATIONS SECTION – LOCATION – 1375 UPPER OTTAWA ST}

SUPERINTENDENT TRANSPORTATION SYSTEMS - NON-UNION

SUMMARY OF DUTIES

Reporting to the Manager of Transportation Operations, the Superintendent of Transportation Systems will provide leadership to subordinate staff, in a multi-functional workforce engaged in delivery and direction of services to the public and internal clients. Recommends improvement strategies in the delivery of services to meet mandated goals and objectives.

Accountable for ensuring that the Transportation System is implemented, maintained and operated in accordance with City and Provincial guidelines through effective and efficient use of financial and staff resources. Using a "best practices" approach, develops and delivers quality services in a timely and cost-effective manner.

RESPONSIBILITIES

The Superintendent of Transportation Systems will assume responsibility for the delivery of various technical and administrative duties related to the Transportation System including; maintaining the traffic signal timing, phasing and coordination; controller replacement program; and evaluation, planning, design, implementation and operation of the Advanced Traffic Management System (ATMS) to better serve the mobility needs of the residents and businesses of the City of Hamilton in accordance with City and Provincial guidelines, in the most effective and efficient method possible, and in a manner consistent with the City of Hamilton Mission and Vision.

GENERAL DUTIES (INCLUDING, BUT NOT LIMITED TO)

Manage the operations and projects within the group to ensure safety, service quality, cost-effective and timely delivery of services, and environmental and legislative compliance.

Manage the staff and projects involved in the deployment and construction of the Advanced Traffic Management System and coordinate its ongoing construction, operation maintenance and system health.

Utilize the ATMS to efficiently time Traffic signals and signal networks, special event signal plans, emergency timing plans and other speciality timings such as Transit priority, LRT co-ordination, EOC requirements.

Manage the day to day operations of the Advanced Traffic Management System.

Undertake and/or review technical designs for traffic signal and systems installation and operation.

Design of phasing and timing plans for traffic signals and control devices, preparing documentation of such plans and complete instructions for their implementation, the optimization of traffic signal progression.

Directs the implementation and maintenance of computer applications respecting traffic engineering and traffic operations functions including signal optimization, equipment inventory and traffic control device inventory.

Develop and documenting traffic control device operations and maintenance standards, performance standards and work procedures for the approving authority.

Developing programs for equipment maintenance, improvement or replacement and developing work schedules for the same.

Oversee and provide comments/guidance to road closure applications which have impacts to the Transportation System and related infrastructure such as signals, signs and markings.

Ensure compliance with Provincial and Federal statutes and regulations and Municipal by-laws and policies, with specific regard for the Occupational Health and Safety Act.

Assist in the development and monitoring of annual operating and capital budgets.

Continually investigate alternate techniques and technologies to ensure that optimum methods are being utilized.

Design new policies, procedures and standards and monitor outcome.

Manage equipment specification and evaluation processes.

Manage external contractor and consultant evaluation processes and operational contracts.

Participate in strategic planning for the direction of the section.

Attend meetings to represent the group, section or division and present information or plans of action to elected representatives, the public, police, media, other municipalities, technical organizations and outside government bodies. Respond to members of the public, elected representatives and other agencies verbally, electronically and in writing. Participate in legal proceedings on behalf of the City.

Provide leadership and coaching through consultation with an effective supervisory and administrative team.

Develop and empower staff through delegation of responsibilities and accountabilities, through regular feedback, and by providing development opportunities and technical direction.

Promote teamwork and integration between groups within the section and with other parties participating in cross-functional and cross-program initiatives.

Assist the Senior Management in responding to various corporate, community, provincial or federal proposals for service initiatives, changes or enhancements.

Provide professional consultation, including reports, to the Manager, Director and/or General Manager.

Act on behalf of Manager in his/her absence on departmental management team or other assignments as delegated.

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.

Reviews of planning studies for cycling infrastructure and cycling design projects.

Oversee and guide staff reviews of railway grade crossing for safety and railway pre-emption.

Manage and review warrants and analysis for various modes of traffic control (signals, IPS, PXO, etc.)

Procurement and management of cloud data vendors.

Overseeing and coordinating the programming of school zone flashers.

Managing the City's Intelligent Transportation System (ITS)

Conducting capacity reviews and analysis of signalized, non-signalized, and corridors-in the City.

Provide subject matter expertise on various transportation and transportation systems initiatives.

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

QUALIFICATIONS

1. Progressive experience in the design and operation of traffic signals and systems normally acquired from a community college or university in a program specifically oriented to traffic engineering and operations or a combination of relevant education and related work experience. C.E.T. or P.Eng. designation desirable.
2. Certification as Professional Traffic Operations Engineer (PTOE) would be an asset.
3. Experience in traffic operations, related to signal operations or other Intelligent Transportation System (ITS) operations is an asset.
4. Must be a competent or qualified person for the approval of traffic signal designs in accordance with the Ontario Traffic Manual Book 11 and 12 and other applicable guidelines.
5. Demonstrated experience in project management in traffic signals and systems, preferably in a municipal environment.

6. Knowledge of technical/engineering, manufacturing, installation and maintenance practices relevant to the work of the group.
7. Experience and knowledge around contract supervision, including specification preparation, supervision and quality control/assurance.
8. Demonstrated progressive supervisory skills.
9. Knowledge and understanding of the use of the “business case” in making management decisions.
10. Demonstrated capability to manage all aspects of large, complex projects.
11. Highly effective leadership, facilitation, communication, presentation, interpersonal and organizational skills.
12. Demonstrated ability to effectively manage a multi-disciplinary staff in a results-oriented environment and in a predominantly unionized environment.
13. Experience in delivering programs and services focused on the customer.
14. Ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the public.
15. Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.
16. Demonstrated knowledge of the Health and Safety Act and applicable regulations as it relates to the position.
17. Possess a demonstrated record of strong leadership, technical competence, customer focus, innovation/creativity, team advocacy and is committed to results.
18. Knowledge of collective bargaining process.
19. Working knowledge of computer software applications.
20. Valid Ontario ‘G’ Class Driver’s Licence.

THIS POSITION REQUIRES A VALID CLASS “G” DRIVER’S LICENCE AND PROOF THEREOF IS REQUIRED AFTER HIRE.

THE INCUMBENT SHALL COMPLY WITH ALL HEALTH AND SAFETY POLICIES AND PRACTICES FOR THIS POSITION AND THE WORKPLACE.
