

CITY OF HAMILTON

PUBLIC WORKS DEPARTMENT

TRANSPORTATION OPERATIONS & MAINTENANCE DIVISION

TRANSPORTATION OPERATIONS SECTION – LOCATION – 1375 UPPER OTTAWA ST)

SENIOR PROJECT MANAGER TRANSPORTATION SYSTEMS – LRT INTEGRATION - NON-UNION

SUMMARY OF DUTIES

Reporting to the Manager of Transportation Operations, the Senior Project Manager of Transportation Systems – LRT Integration will provide leadership 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 with the successful delivery of the light rail transit project (LRT).

Accountable for ensuring that the Transportation System, associated with LRT, 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.

The Senior Project Manager will possess a demonstrated record of strong leadership, technical competence, customer focus, innovation/creativity, team advocacy and is committed to results.

RESPONSIBILITIES

The Senior Project Manager will assume responsibility for the delivery of various technical and administrative duties related to the Transportation System including associated with LRT; maintaining the traffic signal timing during construction, phasing and coordination; controller replacements; and evaluation, planning, design, implementation and integration 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. Further the Senior Project Manager shall liaise with the City's Light Rail Transit office and Metrolinx as required.

GENERAL DUTIES (INCLUDING, BUT NOT LIMITED TO)

Undertake, review, direct, recommend and administer traffic signal system, installation and maintenance upgrade projects associated with LRT as assigned: the preparation of drawings and documents for the construction, modernization of existing systems and integration of new systems which are City managed and those of which are managed by others and/or attributed to the operation and integration of the LRT.

Review/approve drawings and documents for the construction and modernization of new and existing traffic signals and systems and other infrastructure associated with LRT undertaken by external agencies.

Act as a representative of the Transportation Operations & Maintenance Division on the LRT Project, ensuring that work meets or exceeds City standards, integrates with existing infrastructure and considers operations and maintenance needs.

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.

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

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.

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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.

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.

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

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

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 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. Experience with the design of light rail transit systems from a municipal traffic infrastructure perspective.
5. 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.
6. Demonstrated experience in project management in traffic signals and systems, preferably in a municipal environment.
7. Knowledge of technical/engineering, manufacturing, installation and maintenance practices relevant to the work of the group.
8. Experience and knowledge around contract supervision, including specification preparation, supervision and quality control/assurance.
9. Demonstrated capability to manage all aspects of large, complex projects.
10. Highly effective leadership, facilitation, communication, presentation, interpersonal and organizational skills.
11. Demonstrated ability to effectively manage a multi-disciplinary staff in a results-oriented environment and in a predominantly unionized environment.
12. Experience in delivering programs and services focused on the customer.
13. Ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the public.
14. Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.
15. Demonstrated knowledge of the Health and Safety Act and applicable regulations as it relates to the position.
16. Working knowledge of computer software applications.
17. Valid Ontario 'G' Class Driver's Licence.

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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.

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