

# TRANSPORTATION ENGINEER

---

Position Code: 2740

WC Code: 9410

FLSA Status: Exempt

Pay Grade: 362

Approval Date: 2023

## **General Statement of Duties**

Performs difficult professional, technical and administrative work participating in the planning, design, and implementation of transportation improvements.

## **Distinguishing Features of the Class**

An employee in this class provides professional engineering services in transportation engineering as it relates to land development, capital improvement and regional multi-modal transportation initiatives. Work involves preparing technical reports, design and construction administration of street improvement projects, administering the Traffic Impact Analysis process, reviewing Traffic Impact Analyses, and ensuring contemplated transportation projects support the overall development vision of the Town. The employee will work with a wide variety of Town and regional boards and officials, and must have advanced knowledge of transportation engineering, working knowledge of transportation planning and skills in facilitation of meetings to obtain public input and consensus. The employee will work with the public on sensitive and emotional issues requiring judgment firmness and tact. Work is supervised by the Engineering Services Manager and is evaluated based on conferences and review of assignments.

## **Duties and Responsibilities**

Manages and coordinates the Traffic Impact Analysis process including assigning projects, managing budgets, coordinating with outside developers and NCDOT, and review and approval of reports;

Provides technical support to the land development process, ensures that sites are designed in context of long term transportation needs, negotiates with developers and design professionals to implement Town design vision and standards that support multi-modal transportation systems, develops alternative design principles and construction standards;

Prepares engineering designs, reports, and estimates for a variety of transportation related projects, and provides construction management services for those projects;

Manages the design, right-of-way acquisition, permitting and construction of federally or state funded transportation projects, ensuring that all federal and state requirements are met;

Manages the development and implementation of transportation goals, objectives, policies and priorities;

Participates in development and amendment of the Comprehensive Transportation Plan and other traffic congestion management plans as needed;

Performs and/or directs the collection and analysis of data such as traffic volume, capacity, origin and destination, speed, speed and delay, accident reports, pedestrian counts, and parking counts to prepare engineering reports, work orders, graphs, tables or maps related to traffic and pedestrian safety, highway and intersection capacity, highway design and geometrics, and neighborhood traffic control;

Provides technical guidance and staff support to a wide variety of Town, regional and state committees dealing with transportation issues;

Actively participates in the Charlotte Regional Transportation Planning Organization as the Town's staff representative;

Makes informational presentations (including the use of appropriate visual aids) to the public, committees, and Town Board;

Addresses citizen inquiries or complaints as they relate to signal timing, pedestrian or motorist safety, traffic calming or other traffic concerns; and

Supervises and manages staff involved with transportation initiatives. Instructs staff in the appropriate safety procedures and enforces their use.

Performs other duties as requested.

## **Recruitment and Selections Guidelines**

### **Knowledge, Skills and Abilities**

Considerable knowledge of the principles and practices of civil engineering as applied to traffic and/or roadway operations and safety;

General knowledge of the principles, practices and methodologies of transportation planning for roadways and transit systems.

General knowledge of land use planning and zoning as it relates to transportation;

Ability to plan projects and prepare related designs, estimates, and specifications;

Ability to perform difficult engineering computations;

Working knowledge of various software programs including ESRI ArcGIS, AutoCAD, Syncro/TRAFFIC and Microsoft Office applications;

Working knowledge of Manual on Uniform Traffic Control Devices, ITE trip generation, and parking demand analysis;

Ability to establish and maintain effective working relationships with other employees, Town officials, and the general public;

Ability to express technical concepts clearly and concisely to a wide range of audiences, both in oral and written form;

Ability to provide leadership to committees and staff, build consensus and work collaboratively with developers, Town officials and the community.

Skill in facilitating meetings to obtain public input and build consensus;

Ability to make sound judgments.

### **Physical Requirements**

While performing the duties of this job, the employee is frequently required to reach with hands and arms, sit, talk, and hear. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard or calculator. This position involves sedentary work requiring the employee to exert up to 20 pounds of force occasionally; 10 pounds frequently and/or a negligible amount of force constantly to move objects.

Must possess visual acuity to produce and review written reports and records including mathematical calculations, operate a computer terminal, analyze data, and to read maps, schematic drawings and plans.

### **Minimum Education and Experience**

Bachelor's Degree in Civil Engineering from an accredited college or university and four to seven years of experience of a responsible nature in Traffic or Transportation Engineering; or an equivalent combination of education and experience.

## **Special Requirement**

Registered Professional Engineer and a valid North Carolina driver's license.