

## Position Description

<b>Position Title:</b>	Traffic Engineer
<b>Directorate:</b>	Governance
<b>Service Unit:</b>	Transport and Compliance
<b>Salary Point:</b>	14
<b>Position Reports To:</b>	Traffic and Transport Co-ordinator
<b>Staff Management:</b>	Responsible for own work only
<b>Budget Responsibility:</b>	Nil
<b>Date PD Reviewed:</b>	July 2019

### Organisation Context of Position

City of Newcastle (CN) employs over 900 staff and is responsible for a local government area of 187km<sup>2</sup>. Newcastle has a population of 161,000 and is the business and cultural centre of the Hunter region, home to over 620,000 people. In the heart of the Hunter Region, CN has a variety of locations across the City and encompasses five groups who lead the vision to be a Smart Sustainable City through a Smart Organisation that puts people first. These include:

- Governance
- Strategy and Engagement
- City Wide Services
- Infrastructure and Property
- People & Culture

The Governance Directorate leads financial, legal, risk and governance functions and processes to ensure compliance, good governance and evidence-based decision making throughout the City of Newcastle. It leads strategic planning, development assessment, regulatory, transport and compliance functions and processes to facilitate, enable and regulate development, transport and related activities across the Newcastle Local Government Area.

The Service Units that form the Governance Directorate are:

- Finance
- Legal
- Regulatory, Planning & Assessment
- Transport and Compliance

The Transport and Compliance Service Unit provides strategic and operational focus for:

- Transport Strategy – including development of strategic priorities for Local Area Traffic Management (LATM) and Pedestrian Access and Mobility Plan (PAMP), Cycleways Strategy and Parking Strategy;
- Transport Operations - including provision of on and off-road parking facilities and management of parking meters, parking and road permit applications and management of the Newcastle City Traffic Committee (NCTC); and
- Compliance – including parking, school safety, abandoned vehicles, companion animals, overgrown land, illegal dumping, littering and trail bikes.

Workplace Health & Safety	
WHS RAA Level	6
For specific WHS Responsibilities, Authorities & Accountabilities applicable to this position, the position holder will refer to the WHS Responsibilities, Authorities & Accountabilities matrix in the WH&S Management System. The person accepting the position will be required to sign off that they have received and understood their WHS Responsibilities, Authorities & Accountabilities.	

## Position Responsibilities

- Investigate and resolve complex road safety, traffic and parking issues including the provision of traffic facilities and guidance signage.
- Develop local area traffic management studies, investigate local road safety issues, develop concept designs, undertake public consultations, and provide detailed reports to the Local Traffic Committee and CN.
- Coordinate and manage delivery of multiple projects across the region.
- Investigate, develop and prepare submissions for external funding grants such as Blackspot Program and Safer Roads Program to RMS and other organisations. Perform traffic analysis and modelling utilising computer simulations (SIDRA), and similar complex analysis requiring traffic expertise.
- Provide specialist advice on local and strategic transport and traffic planning issues, including pedestrian, bicycle, parking, and road freight matters and achieve sustainable and credible balances between traffic engineering guidelines and community expectations.
- Provide technical knowledge and guidance to internal stakeholders within CN in the delivery of internal CN projects, to ensure compliance with all statutory requirements and guidelines.
- Undertake strategic road network planning which emphasises road safety, network efficiency, and residential amenity and coordinate with state government bodies to provide safe and cohesive transport arrangements throughout the city.
- Manage the requirements and approvals of external bodies for the occupation and use of CN road space.
- Coordinate the development and approval of traffic management plans for community events and provide balance between community access and event requirements.
- Provide specialist technical advice to senior planners in the review of construction management plans, development application matters, and other requirements associated with traffic generating developments.
- Contribute positively to a co-operative and supportive multi-disciplinary team environment and maintenance of an overall team performance objectives.
- Assist the Traffic and Transport Coordinator in mentoring, educating, supporting and training team members in work procedures and relevant standards and guidelines.
- Any other accountabilities or duties as directed by Supervisor / Manager which are within the employee's skill, competence and training.

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## Position Selection Criteria

### Essential

- Degree or equivalent in civil/traffic engineering (eligible for Chartered Professional Status with the Institute of Engineers Australia).
- Significant demonstrable experience in traffic engineering or equivalent, including extensive knowledge of traffic legislation, procedures, and statutory instruments.
- High level verbal and written communication skills, and demonstrated problem solving skills in real world environments.
- Relevant experience in a Local Government context, including experience in preparation and presentation of high-quality reports to Councillors, state agencies and stakeholders, and an ability to handle sensitive / controversial issues within a community context.
- Extensive experience in the interpretation of traffic data and modelling software (SIDRA), including accidents, intersection capacity and safety and blackspots, and knowledge in the conceptual design of traffic management devices, intersections, and road geometry.
- Experience in civil design requirements for roads and intersections.
- Involvement in the assessment of traffic impacts associated with development applications and other traffic generating developments.
- Demonstrated experience in the design and review of traffic control and traffic management plans for road occupation for construction or event purposes, including current Code of Practice. Temporary Traffic Management.
- Class C drivers' licence.

### Desirable

- Experience in the development of Local Area Traffic Management plans, based on traffic surveys, community expectations and integration with roads authorities.
- Ability to be agile and adaptable in a changing environment.
- Knowledge of CN's responsibilities and the roles of relevant Government Departments.