

POSITION DESCRIPTION

Position Title:	Traffic Engineer	Position Code:	6-TE
Division:	Infrastructure	Grade:	H
Location:	Dubbo	Hours/Week:	35
Reports To:	Senior Traffic Engineer		
No. Direct Reports:	Nil	No. Indirect Reports	Nil

Primary Purpose of Position

In conjunction with the Senior Traffic Engineer, this position is responsible for:

- Traffic engineering and road safety matters;
- Heavy vehicle route assessments, permits and infrastructure improvements;
- Maintenance of Council owned off-street car parking;
- Transport and traffic management; and
- Road Safety including the Safe System Approach and behavioural matters.

Key Accountabilities / Duties

Key Result Area	Primary Activities
Road Safety Advice	<ul style="list-style-type: none"> • Undertake and organise Road Safety Audits for the organisation using internal resources or external consultants. • Provide advice on infrastructure designs in the context of the Safe System Approach. • Provide advice to the Manager Infrastructure Strategy and Design on long-term strategies and plans. • Liaise with the Senior Transport Asset Specialist and other Infrastructure staff to assist in the development of asset management strategies and plans. • Assist the Senior Traffic Engineer and Senior Development Engineer with the review of traffic aspects of proposed developments.
Programs and Strategies	<ul style="list-style-type: none"> • Liaise with Transport for NSW (TfNSW) to implement road safety action. • Liaise with TfNSW and the Manager Infrastructure Strategy and Design to develop and implement a road safety strategy for the Local Government Area. • Liaise with TfNSW and other stakeholder groups to finalise and implement a Pedestrian Access and Mobility Plan (PAMP)/Active Movement Strategy. • Develop draft plans for the provision of road safety services to the corporation and other approved entities. • Investigate and develop a program for the implementation of additional cycling and pedestrian infrastructure.

Key Accountabilities / Duties

Local Traffic Committee	<ul style="list-style-type: none"> Report to the Local Traffic Committee monthly on road safety issues, and other issues as delegated by the Manager Infrastructure Strategy and Design or Senior Traffic Engineer.
Grants and other funding	<ul style="list-style-type: none"> Pursue all Road Safety related grant funding in conjunction with the Senior Traffic Engineer and Senior Transport Asset Specialist.
Leadership	<ul style="list-style-type: none"> Represent the branch in a professional and ethical manner.
Corporate reporting, planning and monitoring	<ul style="list-style-type: none"> Assist the Manager Infrastructure Strategy and Design in providing branch input and implementation of the following strategic plans and documents: <ul style="list-style-type: none"> Management Plan; Business Plan; Agreed briefs; and Branch budgets. Provide input into corporate plans, reports, programs and policies as required.

Inherent Requirements of the Position

- Class C Drivers Licence.
- General Induction Construction Card (White Card).
- This position requires a Pre-employment Health Assessment.
- A willingness to undertake further studies and training as required.
- A large majority of this role is office based, utilising computers. An inherent requirement of this position is the ability to complete sustained periods of work sitting at a desk.
- This position is required to work indoors and outside, in public and Council operational areas. A reasonable level of fitness and good manual handling technique are inherent requirements of the role.
- Wearing of Personal Protective Equipment (PPE) when in the field is compulsory for this position.
- The occupant of this position will be required to travel between Dubbo and Wellington, operating out of Council office or depot facilities as necessary.
- Traffic control tickets.

Selection Criteria

Essential

- Bachelor Degree in Civil Engineering as recognised by Engineers Australia.
- Excellent interpersonal and conflict resolution skills and the ability to work within a team environment.
- Demonstrated ability to liaise with internal and external customers utilising strong skills in negotiation and well-developed report writing skills.
- Demonstrated organisational and time management skills.

Desirable

- Post Graduate qualifications in Traffic Management, Engineering and/or Management disciplines.

Selection Criteria

6. Level 1/2/3 Road Safety Auditor accreditation.
7. Local Government experience.
8. Demonstrated understanding of the Safe System Approach.

Organisation Wide Accountabilities

Corporate Values	<p>All employees have a responsibility to uphold the values of Dubbo Regional Council being:</p> <ul style="list-style-type: none"> • Progressive <ul style="list-style-type: none"> ○ Be Curious, Courageous and Committed • Sustainable <ul style="list-style-type: none"> ○ Balanced Approach To Growth and Opportunity • One Team <ul style="list-style-type: none"> ○ Working Together • Integrity <ul style="list-style-type: none"> ○ Accountable For Our Actions
Work Health and Safety	<p>All employees are responsible for the Work Health and Safety (WHS) for Dubbo Regional Council and their duties include:</p> <ul style="list-style-type: none"> • Complying with Council's WHS policies and procedures • Working with due diligence and consideration to safeguard their own health and safety and the health and safety of others • Reporting any potential hazards, incidents or injuries to their Supervisor or People, Culture & Safety within 48 hours • Participating in any WHS consultation arrangements • Complying with any Return to Work Plan if injured and supporting rehabilitation in the workplace • Correctly using all personal protective equipment • Complying with emergency and evacuation procedures and site rules if applicable • The Chief Executive Officer, Directors (Officers), Managers and On-Site Supervisors have additional responsibilities as defined in the Dubbo Regional Council Work Health and Safety and Consultation Policy
Sustainability	<p>Staff will give equal priority to improving and enhancing Council's economic, social and environmental outcomes by integrating sustainability into all decision making processes. This includes continuously increasing efficiencies, reducing resource use, sustainable procurement, maintaining service levels and protecting our natural assets. It is expected that all staff can demonstrate awareness and participation in sustainable work practices.</p>
Code of Conduct and Equal Employment Opportunity	<p>Staff will, at all times, adhere to:</p> <ul style="list-style-type: none"> • Council's adopted Code of Conduct. • Council's Anti-Discrimination, Harassment and Equal Employment Opportunity Policy to foster a fair and equitable workplace free of illegal discrimination, harassment and bullying behaviour.

Acceptance:

I, _____ confirm I have read and understood the Position Description. As the incumbent of this position, I agree to work in accordance with the requirements of the position and will abide by Dubbo Regional Council's policies and procedures.

I understand this Position Description is designed to guide the responsibilities and activities to be undertaken in this position and is not intended to be an exhaustive list. I acknowledge that the organisation, in response to changing priorities, may vary tasks and responsibilities from time to time.

Signature:

Date: