

Traffic and Transport Engineer

Reports to	Traffic and Development Coordinator	Key Relationships	Manningham Council Service Units, Community Members/Groups/Reference Panels, Federal/State/Regional Agencies, Consultants, Contractors, Professionals and other organisations
Classification	Band 7		
Position number	556705		
What will you do? Service Delivery <ul style="list-style-type: none"> Lead the provision and development of high quality Strategies and Policies relevant to traffic, road safety, road network planning and related transport issues and interface with relevant internal and external stakeholders, providing input into the development of Transport Strategies. Prepare reports on traffic and relevant transport issues from a road network planning and safety perspective, as they relate to the municipality, including assess and develop comprehensive responses to relevant State and Federal Government policies, strategies and initiatives. Supervise specialist consultants engaged to deliver selected projects and manage project deliverables, quality, cost and time. Represent Council, as required, on reference panels, committees and forums to provide technical advice and present on matters relating to road network planning, transport issues and safety. Deliver allocated Council Plan Action items, advocate and prepare bids and submissions for grants, road funding and subsidies for various relevant technical programs and services. Embed the customer charter by putting the customer at the centre of service delivery. Systems and process <ul style="list-style-type: none"> Oversee the efficient delivery of projects, programs and services through the acceptable and existing technical, quality, time and financial frameworks. Work within defined legislation, standards and policies. Drive a safety first culture to ensure compliance to safe work practices and risk management compliant with relevant regulations. Engagement <ul style="list-style-type: none"> Lead, motivate and mentor the team in a way that builds trust and promotes accountability. Actively engage key stakeholders in a collaborative way that supports project delivery success, the desired outcomes and achievement of our goals and objectives. 		Who are you? <ul style="list-style-type: none"> Tertiary qualified in engineering or other relevant field. A professional with specialist skills, knowledge and sound experience in developing and reviewing strategies, preparing technical reports and advice. Strong written and verbal communication skills. Experience in coordinating public meetings and committees and making public presentations. An experienced people leader who is able to develop and deliver against set objectives and budgets and drive safety focus through all programs and projects. Experienced in leading programs or projects in a collaborative manner which impact both internal and external stakeholders. Ability to respond to changing priorities and complete tasks within tight timeframes. A problem solver, able to formulate feasible options and facilitate position outcomes to meet the needs of internal and external stakeholders. A negotiator, able to influence outcomes to achieve project and program objectives. Knowledgeable in government, and local government organisations Experienced in the use of Microsoft Office, MS Project, AutoCAD, GIS systems, SIDDRA and related software is preferred. What do we expect? <ul style="list-style-type: none"> Model and lead our values Be dedicated to delivering a consistent, connected and customer focused service and model our values. Be committed to maintaining a safe and healthy workplace. Act consistently with our Employee Code of Conduct. Embed robust information management practices Be flexible and responsive and prepared to step-up in times of need. 	

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What are your key responsibilities?

Service Delivery	<ul style="list-style-type: none"> • Develop briefs for relevant Council Plan action items annually, undertake research, stakeholder consultation, investigation, preparation of reports and documentation and complete within designated timelines and to the required standard. • Research, develop, review and monitor Manningham's Links Road Improvement Strategy, Road Safety Strategy, Bicycle Strategy, Mode Shift Plan and any other Strategy or Policy as deemed necessary by the Manager. • Research and develop policies related to the provision of traffic, road safety, road network planning and relevant transport infrastructure. • Identify and assess feasible infrastructure development options and prepare accurate cost estimates for infrastructure projects. • Prepare bids, grant applications and submissions to government and other relevant agencies, as required. • Deliver presentations to Council and other forums, as required. • Prepare project briefs and contract documentation in consultation with stakeholders, assess the suitability of consultants commissioned to undertake traffic and relevant transport related studies and facilitate the efficient delivery of projects, programs and services. • Lead, plan and undertake technical investigations and feasibility studies, prepare high quality reliable, well researched and professional advice and reports and develop insightful solutions to complex traffic and relevant transport issues, within time, budget and to the satisfaction of the Unit's customers. • Carry out all works in accordance with quality assurance, safety and risk management systems and council and business plan requirements. • Liaise and provide technical specialist advice to stakeholders and related parties in relation to programs, project service delivery and budgeting to optimise deliverables for Manningham and the community. • Prepare timely responses to correspondence to customers on any relevant transport and traffic related issues, development approval applications and customer enquiries, as assigned. • Represent Council as required on reference panels, committees and forums to provide technical advice and present on issues as required to assist advocacy and promote Council's transport objectives. • Report on key performance indicators and use expertise to analyse report results. • Resolve complex design and delivery issues with key stakeholders in a collaborative way. • Gain co-operation and assistance from members of the community, consultants, other agencies and other employees in the relevant areas of responsibility.
Systems and Processes	<ul style="list-style-type: none"> • Work with autonomy in project management systems and frameworks that promote excellence and provide transparency of progress and delivery of civil projects. • Participate in audits as required. • Provide project performance reporting to internal and external stakeholders. • Undertake financial transactions within delegated authority including budget maintenance. • Undertake continuous improvement activities to ensure efficient and effective work systems and practice.
People	<ul style="list-style-type: none"> • Lead, motivate and mentor team members around project management and transport engineering. • Undertake people management practices in line with the policies of the organisation • Contribute to workforce planning models. • Build and maintain internal and external relationships, critical to success.

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What are the key requirements?

Accountability and extent of Authority	<ul style="list-style-type: none"> Accountable for investigation, research, review and development of Strategies and Policies relating to traffic, road safety, and road network planning and related transport issues. Responsible for providing accurate, high quality, reliable, well researched and professional technical specialist advice to traffic and relevant transport issues for the delivery of Council Plan Action items and the achievement of organisational goals. Accountable for delivery of allocated traffic, road safety, road network planning and related transport projects on time and within budget. Authority to manage the allocated responsibilities and develop and implement relevant policies and procedures for the Unit.
Judgement and Decision Making	<ul style="list-style-type: none"> Able to provide specialist input into specific projects, resolve complex service delivery issues using professional skills gained, analyse and identify a range of solutions and decide on the most appropriate course of action. Able to allocate and manage resources using professional experience with limited supervision to achieve project outcomes. Responsible for decisions, recommendations, reports and advice given to all stakeholders on relevant projects, processes, strategies and policies Guidance is not always available from the organisation
Specialist Skills and Knowledge	<ul style="list-style-type: none"> In depth understanding of contemporary and effective engineering principles and practices. Well-developed knowledge of relevant regulations and legislation to ensure compliance in practice Significant project management skills. Knowledge of budgeting techniques to develop and monitor project budgets. Understanding of the long term goals of City Services and Manningham Council and how it relates to unit performance.
Management skills	<ul style="list-style-type: none"> Lead, motivate and supervise others, as required, including prioritising workloads to meet defined deadlines. Sound knowledge of people management and occupational health and safety policies. Coaching and mentoring skills enabling the transfer of knowledge and skills in field of speciality. Demonstrated ability to complete tasks within tight timeframes and the flexibility to respond to changing priorities. Well-developed problem solving and analytical skills
Interpersonal skills	<ul style="list-style-type: none"> Ability to gain cooperation of stakeholders including the community, employees and external contractors in the delivery of the project. Well-developed negotiation skills and the ability to influence outcomes to achieve organisational objectives. Ability to build and maintain strong stakeholder partnerships and relationships. Excellent oral and written communication skills including the ability to prepare complex and accurate reports for Executive Management team and Councillors
Qualifications and Experience	<ul style="list-style-type: none"> Tertiary qualified in engineering or other relevant field. Post graduate studies in traffic or transport engineering or a related discipline would be an advantage Sound experience in the preparation and development of Strategies and Policies on time and within budget. An experienced people leader who is able to develop and deliver against set objectives and budgets and drive safety focus through all programs and projects Experienced in the use of Microsoft Office, MS Project, AutoCAD, GIS systems, SIDDRA and related software is preferred.

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Mandatory Requirements

- Tertiary qualifications in Engineering.
- Drivers Licence valid in Victoria