



TRAFFIC ENGINEER

POSITION PROFILE

Division	Shire Planning	Status	Full time, permanent
Unit	Traffic and Public Domain Services	Salary Grade	11
Reports to	Team Leader Traffic and Transport Services	Reviewed	December 2022

STRATEGIC INTENT

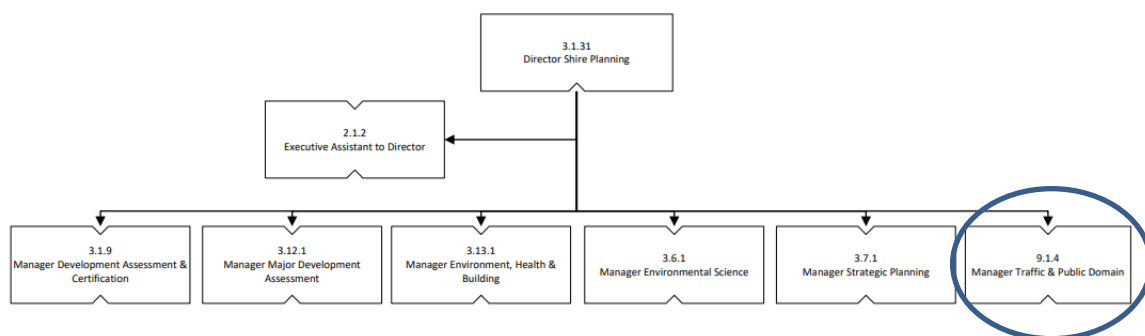
To assist in the customer centric delivery of Council's Integrated Transport outcomes in line with the Community Strategic Plan, transport strategies, and Delivery Program / Operational Plan requirements. This position specifically assists in the delivery of Community Strategic Plan Outcome 6 "A high quality urban environment, supporting a growing and liveable community". It also delivers on the core business activities of the Integrated Transport Service Plan 2022/23.

POSITION PURPOSE

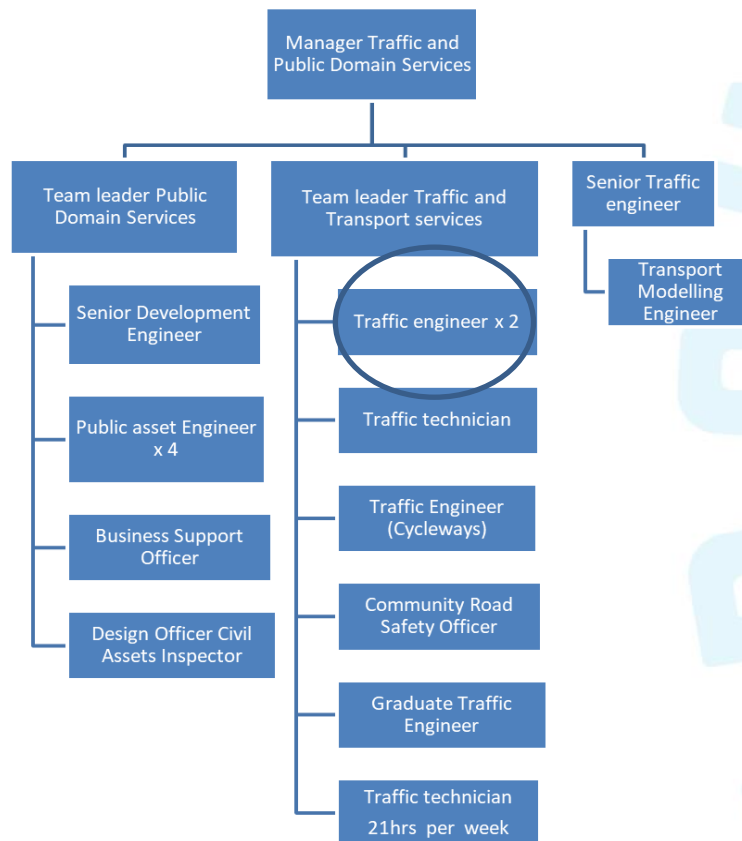
To assist in the safe, efficient and accessible transport of people and goods across integrated transport networks in Sutherland Shire while demonstrating Council's CARE values in every interaction.

STRUCTURE

This position is part of the Traffic and Public Domain Services unit which is within the Shire Planning directorate of Council as shown below.



The structure of the Traffic and Public Domain Services unit comprises two teams: Traffic and Transport Services and Public Domain. The Unit also has a specialist arm dealing with Transport Strategy and modelling under the leadership of the Senior Traffic engineer. The location of the Traffic Engineer in the Unit is shown circled on the diagram below.



POSITION OUTCOMES AND ACCOUNTABILITIES

OUTCOME TO BE DELIVERED	PERFORMANCE STANDARD
Maintain positive attitude, skills and competencies to advance organisation and community objectives.	<ul style="list-style-type: none"> Objectives not compromised by skill or attitude deficiency.
Maintain an awareness of and ensure compliance with corporate policies, standards, strategies, and directions.	<ul style="list-style-type: none"> Knowledge level of and compliance with policies, standards, strategies.
Engage and manage consultants to deliver traffic and transport related services as agreed by Traffic and Transport Services Manager.	<ul style="list-style-type: none"> Consultant services are efficient and effective.
Prepare draft traffic and transport plans, studies and strategies, in line with Council and community requirements, and as agreed with Traffic and Transport Services Manager.	<ul style="list-style-type: none"> Plans and strategies are technically correct, delivered on time and align with Council and community expectations.
Provide technical advice to internal and external clients on traffic and transport matters.	<ul style="list-style-type: none"> Advice is sound, timely and meets requirement.
Prepare draft responses to RMS, TfNSW and other State and Federal Government initiatives to protect Council and community interests.	<ul style="list-style-type: none"> No incident of adverse initiatives not reported or responded to.
Assist in preparing draft grant applications for external funding of traffic and transport related works, studies and services as agreed by Traffic and Transport Services Manager.	<ul style="list-style-type: none"> No opportunities for grants not identified. Success rate of grant applications.

Develop draft briefs for design of traffic engineering works.	<ul style="list-style-type: none"> ▪ Briefs are complete, clear and timely.
Provide assessment input, and expert opinion on traffic and transport aspects of DAs, DCPs, LEPs, Planning Proposals.	<ul style="list-style-type: none"> ▪ Opinions and advice are technically correct, timely and convincingly presented.
Support the operation of Sutherland Traffic Committee & Consultative Traffic Forum, including provision of technical reports and advice, implementation of decisions and maintenance of statutory records.	<ul style="list-style-type: none"> ▪ Committee satisfaction with service provided. ▪ Reports and advices are technically correct, timely and clear, and receive endorsement. ▪ Administration of Committee decisions effected in accordance with legislation.
Assist in the development, review and management of Unit asset management and operating plans, works programs and budgets	<ul style="list-style-type: none"> ▪ Reasonably anticipated requirements are identified and acted upon ▪ Delivery of identified programs to time and budget
Respond to Customer Requests relating to traffic and parking management issues	<ul style="list-style-type: none"> ▪ Customer satisfaction with response ▪ Efficient and equitable road network and carpark operation ▪ Compliance with budget provision
Provide input to Unit performance reporting	<ul style="list-style-type: none"> ▪ Reports are complete accurate and timely
Develop systems and maintain databases on traffic and transport related matters to meet corporate and community needs.	<ul style="list-style-type: none"> ▪ Systems and data available, complete, accurate and relevant

SELECTION CRITERIA / SUCCESS PROFILE

Qualifications, Certificates or Licences	Essential	<ul style="list-style-type: none"> • Tertiary qualifications in civil engineering or transport/urban planning • Class 1 driver licence.
	Desirable	<ul style="list-style-type: none"> • Post graduate qualifications in traffic engineering or transport planning • Road Safety Auditor - Certificate • Traffic Control at Work Sites – Certificate.
	Essential	<ul style="list-style-type: none"> • Experience in traffic engineering and/or transport planning and operations, in government or private consultancy • Experience in investigation, data collection, detailed analysis, reporting and recommendation of site-specific solutions and/or wider strategies and plans in response to identified traffic and transport and land use proposals and/or issues • Experience performing professional duties within a framework of corporate policies, strategies and directions.
	Desirable	<ul style="list-style-type: none"> ▪ Planning, assessing and designing bus stops, active transport facilities, car parking, roads and traffic management facilities ▪ Assessing Development Applications in respect to traffic generation and parking impacts ▪ Assessing traffic crash data and applying for grant funding ▪ Traffic and/or transport modelling ▪ Service levels for street lighting

	<ul style="list-style-type: none"> ▪ Planning and assessing traffic and transport management for special events and filming ▪ Assessing overweight and overmass applications ▪ Liaising with other traffic and transport related authorities in respect to policies, projects and statutory provisions, including TfNSW and Police.
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CORE CAPABILITIES

Attributes	<ul style="list-style-type: none"> ▪ Customer Service: Interacts with customers in a professional respectful, and personal manner leaving the customer feeling valued. ▪ Decision making: Achieving desired outcomes by evaluating and identifying options, and involving others in decisions affecting them. ▪ Goals oriented: Works to achieve self-set goals, taking on challenging tasks when necessary in order to achieve them ▪ Critical thinking: Critically examine work and activities, considering alternative points of view and approaching an issue as it relates to different stakeholders. ▪ Communication skills: able to articulate complex and technical matters in simple terms. ▪ People skills: empowers others to think for themselves, able to approach and attempt to resolve disputes in a constructive way and able to provide positive and constructive feedback when necessary. ▪ Team focussed: Willing to be mentored, and to share skills, experience and knowledge via formal and informal collaboration with colleagues
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OUR VALUES

Behaviours	<ul style="list-style-type: none"> ▪ Collaborate – We are a united team. We work together to deliver great outcomes for our community ▪ Achieve- We have a can-do attitude and deliver on our commitments. We pursue excellence and believe in making a positive contribution to our community ▪ Respect – We communicate openly, act with integrity and are inclusive ▪ Evolve – We look for opportunities and embrace change, championing new ideas, and celebrating solutions.
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CORPORATE OBLIGATIONS

Employees	No direct reports. Unit structure attached.
Delegations	Authority to operate within the Delegations attached to the position
Risk Management	Managing work practices to mitigate all identified risks, identifying, and reporting additional risk and threats and assist in devising strategies to mitigate these risks.

Financial Management	Managing budgets and expenditure, undertaking relevant checks, and applying rules, regulation, process and procedures in dealing with financial matters
Workplace Health and Safety	Comply and co-operate with WHS policies, procedures, instructions and safe systems of work.
Code of Conduct	All employees are responsible for adhering to Council's Code of Conduct and the policies and procedures that support it
Workplace Behaviour & EEO	All activities must comply with Council's Workplace Behaviour Guidelines.
Enterprise Content Management	Comply with Council's Enterprise Content Management Determination and associated guidelines including creation of appropriate records in Council's records management system and proper custodianship of records to ensure against loss, removal, or destruction
Continuous Improvement	Identify obsolete and inefficient practices and recommend changes where appropriate
Customer Focus	Championing an exceptional customer experience, and evaluating customer satisfaction in order to continually improve service delivery
Procurement	Activities are conducted in accordance with the Purchasing Policy and Procedures to provide transparency and cost effectiveness in procurement

SPECIFIC CONDITIONS OF EMPLOYMENT

- Full time – 35 hour week / 19 day month (Desirable: Negotiable subject to the right candidate.)
- Salaried Staff Enterprise Agreement
- Occasional requirement to attend site inspections and meetings out of hours e.g. Community Consultation, Councillor workshops on projects.