

## Transportation Technician II

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### **DEFINITION**

This is complex, technical level work involving an area of active, passive, design and/or related analytical and planning services within the transportation systems field.

Positions within this class are responsible for the development, recommendation and evaluation of such systems and services, as well as the organization of duties. The work performed may include a variety of areas, usually of a diverse, but related function. The nature of the work requires incumbents to exercise considerable independence of action and judgement when making decisions on priorities and procedures and/or reporting on projects or section activities. Considerable contact with other departments and organizations, contractors, consultants and the general public is required.

Supervision is exercised over subordinate Transportation Technicians or other staff as required; direction and guidance may be given to City work crews, contractors and consultants. The work is performed under the guidance of a superior and is subject to review for completion and adherence to established standards and policies. Unusual matters or difficult situations requiring policy interpretation or prioritizing are referred to a superior.

The work of this class is distinguished from that of the Transportation Technician I class by the greater scope and impact of the work performed and the degree of supervision exercised and received.

### **TYPICAL DUTIES\***

Supervises the work of subordinate technicians and others; develops, delegates and monitors workflow, reviews to ensure conformity to established procedures and policies.

Evaluates existing transportation infrastructure to measure efficiency and effectiveness; identifies strategies to address operating structure and/or infrastructure deficiencies.

Develops plans for facilities and services to accommodate projected transportation demands; prepares implementation documentation for service changes, identifies required network, traffic control devices and public transit.

Refines designs received from superiors and subordinates; advises superiors on conflicts with present or project assignments; proposes design revisions as required.

Prepares section programs; translates requirements into equipment and manpower needs; establishes work schedule and ensures adherence; compiles progress reports.

Assists with budget preparation and does cost analysis of section's work; reports on variances and/or discrepancies.

Performs work in active or passive traffic control or related services; maintains records of operations, advises supervisor on technological changes through review and research of related materials; interprets policies, procedures and related bylaws.

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Acts in a liaison capacity with other departments, private contractors, consultants and others; responds to public or official inquiries by phone or written reply; prepares research material and reports.

Confers with departmental and branch engineering and technical personnel to ensure work is scheduled and completed to meet section's needs.

Approves work orders and ensures proper procurement of equipment and supplies.

Performs related duties as required.

### **KNOWLEDGE, ABILITIES AND SKILLS**

Considerable knowledge of the principles, practices and techniques of transportation planning, systems, operations and devices.

Considerable knowledge of the applicable bylaws, standards and regulations pertaining to the work.

Considerable knowledge of City street names and locations, as well as the related transportation patterns.

Ability to meet and deal effectively with contractors, the general public and City work crews; and to enforce rules and regulations with firmness, impartiality and good judgement.

Ability to read, interpret and design plans, specifications and diagrams of an advanced technical nature.

Ability to delegate and coordinate the work of subordinates.

Skill in developing and presenting comprehensive plans and/or reports.

### **TRAINING AND EXPERIENCE REQUIREMENTS**

#### Job Level

Completion of a two (2) year course in Civil Engineering Technology or a related field from a recognized institute of technology, plus a minimum of five (5) years' experience related to the area of specialization. Applicant(s) must possess a valid Alberta driver's license.

*\* This is a class specification and not an individualized job description. A class specification represents and defines the general character, scope of duties and responsibilities of all positions within a specific job classification. It is not intended to describe nor does it necessarily list the essential job functions for a specific position in a classification. Positions may perform some of the duties listed above but this does not necessarily qualify for placement into this classification.*

Salary Plan	<u>21M</u>	<u>21A</u>	<u>21B</u>	<u>21C</u>
Job Code	0715		0716	

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