

RESOLUTION NO. 2001-217

A RESOLUTION OF THE LODI CITY COUNCIL  
APPROVING THE JOB SPECIFICATION AND SALARY  
RANGE FOR THE POSITION OF SENIOR TRAFFIC  
ENGINEER AND RECLASSIFICATION OF ASSOCIATE  
TRAFFIC ENGINEER TO SENIOR TRAFFIC ENGINEER

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NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve the job specification for the position of Senior Traffic Engineer, as shown on Exhibit A attached; and

BE IT FURTHER RESOLVED, that the salary range for Senior Traffic Engineer shall be as follows:

<u>Step A</u>	<u>Step B</u>	<u>Step C</u>	<u>Step D</u>	<u>Step E</u>
\$4,998.93	\$5,249.03	\$5,511.43	\$5,787.15	\$6,076.20

BE IT FURTHER RESOLVED, that the City Council hereby approves the reclassification of Associate Traffic Engineer to Senior Traffic Engineer.

Dated: September 5, 2001

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I hereby certify that Resolution No. 2001-217 was passed and adopted by the City Council of the City of Lodi in a regular meeting held September 5, 2001, by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Howard, Land, Pennino and Mayor Nakanishi

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON  
City Clerk

CITY OF LODI

"DATE"

**SENIOR TRAFFIC ENGINEER****DEFINITION**

Plans, assigns, supervises, and reviews engineering work in connection with the location, design, construction, inspection and maintenance of major public works projects: administers design contracts and coordinates projects.

**DISTINGUISHING CHARACTERISTICS**

This is a mid-management position in the Engineering Division of the Public Works Department. This position supervises the Traffic Sections of the Division and participates in management and policy-making for the Engineering Division as a whole. This position has responsible charge for City traffic engineering work, including some contract engineering services, recordkeeping and computer traffic database.

**SUPERVISION RECEIVED AND EXERCISED**

Receives general direction from the City Engineer and Public Works Director.

Exercises general direction of subordinate professional engineering positions and direct supervision of some sub-professional engineering positions.

**EXAMPLES OF DUTIES**

Duties may include, but are not limited to the following:

- Plans, assigns, supervises, and reviews the work of Traffic Section engineers; oversees the work of consulting engineers;
- Assists in preparation and administration of the Traffic Section budget; participates in policy-making for the Traffic Engineering Division;
- Assumes responsibility for a variety of personnel actions including performance evaluation, training, and disciplinary actions. Recommends the hiring and suspension of personnel;
- Supervises the preparation of engineering plans and specifications for the construction of major interchange street improvement projects; checks plans for accuracy and completeness and makes recommendations for revision and improvement; reviews specifications for composition and accuracy; prepares and/or reviews preliminary and final cost estimates;
- Assists subordinate engineering personnel with difficult technical problems;
- Meets with other agency officials, engineers, private individuals, and industry representatives in discussing traffic engineering problems;
- Makes City Council, official bodies and community group presentations related to traffic engineering studies and projects under his/her responsibility;

- Assists in planning, organizing, and directing office and field engineering, and assists in reviewing engineering design for electrical (signal) maintenance personnel in maintenance of public works projects;
- Prepares and writes general correspondence and Council Communications related to the Traffic Section's activities; prepares special reports and studies requested by the Public Works Director;
- Prepares and evaluates contracts; prepares reports on Engineering Division functions and activities for City officials;
- Supervises and prepares grant applications
- Performs related duties as required.

**MINIMUM QUALIFICATIONS:**

**Knowledge of:**

- Principles, practices, and methods of civil engineering as applied to the planning, designing, and construction of municipal public works projects;
- Design principles, strength of materials and stress analysis required in planning public works projects;
- Principles of mechanical, structural traffic engineering, and surveying as they apply to the design of public works projects;
- Field survey and construction practices;
- Municipal public works administration;
- Principles of management and supervision;
- Safety principles, practices, and procedures;
- Basic municipal accounting and budgeting practices;
- Laws and regulations relating to public works improvements.

**Ability to:**

- Manage engineering microcomputer operation computers and related electronic equipment used in engineering applications including computer aided drafting, surveying, engineering analysis and utility system models;
- Design, prepare, and review plans, specifications and engineer's estimates on public works projects;
- Direct the work of subordinate engineering personnel;
- Sort, prioritize, allocate and monitor workload and resources;
- Establish cooperative public relations with contractors, developers, private engineers and the general public;
- Analyze and interpret Federal and State regulations pertaining to the Engineering Division;
- Conduct Division training programs;
- Communicate effectively, both orally and in writing;

- Estimate job costs and keeps neat and accurate records.

**EDUCATION AND EXPERIENCE**

Any combination of experience and education that would likely produce the qualifying knowledge and ability. A typical combination is:

**Education:**

A Bachelor's Degree with major course work in civil engineering.

**Experience:**

Three years of progressively responsible and varied professional civil engineering experience including experience in surveying and designing streets and water, sewer and storm drain systems.

**LICENSES AND CERTIFICATES:**

- Possession of a Certificate of Registration as a Traffic Engineer by the California State Board of Registration for Professional Engineers.
- Possession of a valid Driver's License issued from the California Department of Motor Vehicles.