

MAJOR FUNCTION

This is skilled technical work in the supervision of the daily operation and maintenance activities of the Tallahassee Traffic Control System or advanced work programming, operating and maintaining the Tallahassee Advanced Transportation Management System and Intelligent Transportation Systems (ITS). Work is performed under the general direction of a higher level professional and is evaluated through observation, reports and by results obtained.

ESSENTIAL AND OTHER IMPORTANT JOB DUTIES**Essential Duties**

Traffic Signal/ITS Maintenance and Construction: Supervises the installation, maintenance and repair of all types of electrical and electronic traffic control and communications equipment. Performs all work required in the installation, repair or modification to traffic signal and control equipment including, but not limited to: overhead signal optical units, cable and mast arms, poles, pole or ground mounted control equipment and cabinets, underground conduit, cable and vehicle detectors, underground or overhead interconnect and communication equipment, ground or shoulder mounted optical assemblies and control and overhead signs. Assists in directing field crews performing on call and preventive maintenance on field equipment. Assists traffic engineers with reviewing of plans, specifications and signal operating plans. Conducts random intersection inspection to verify proper operation of equipment. Recommends hiring, transfer, promotion, grievance resolution, discipline and discharge of subordinate personnel. Conducts performance evaluations and recommends the approval or denial of merit raises. Performs related work as required.

Traffic Management Center: Insures proper operation and programming of the Tallahassee Advanced Transportation Management System (TATMS,) Sun Guide and all related elements including: video monitoring equipment, fiber optics plant hardware and documentation, traveler advisory radio messages, changeable message signs and driver information services on the City web site. Adjusts TATMS based on real time conditions of the roadways. Maintains accurate and complete system activity records. Communicates with engineers, contractors, consultants, utility companies, general public, public agency personnel, and other related county and state agencies to exchange information, provide advice and/or guidance. Assists traffic engineering staff with review of plans, specifications and signal operating plans. Acknowledges system failures and takes action to correct malfunctions. Continuously evaluates system performance and performs traffic delay studies as necessary. May serve in the capacity of lead worker. Performs related work as necessary.

Other Important Duties

Traffic Signal/ITS Maintenance and Construction: Prepares and files necessary reports. Performs related work as required.

Traffic Management Center: Coordinates the management of traffic flow during special events, accidents, road construction or other traffic disruptions. Designs and maintains intersection maps and fiber plant documentation using AutoCAD and Arcview software. Conducts site tours and demonstrations for guests, media, public officials and other agencies. Assists in training Traffic Management Technicians. Performs other related duties as assigned or required.

DESIRABLE QUALIFICATIONS**Knowledge, Abilities and Skills (as is applicable to Maintenance, Construction or Traffic Management Center)**

Thorough knowledge of accepted methods of installing, analyzing malfunctions, and repairing traffic control, communication and vehicle detection equipment. Thorough knowledge of the proper use and

care of electronic test equipment and tools. Thorough knowledge of local electrical codes. Thorough knowledge of standard methods and safety practices in the electronic and electrical field. Considerable knowledge of standard practices, tools and terminology of the electrical trade, particularly as it relates to modern traffic signal designs. Considerable knowledge of modern computerized traffic control systems, particularly Advanced Traffic Control Systems. Extensive knowledge of AutoCAD and ArcGIS design software. Working knowledge of the concepts and technology incorporated into modern digital computers. Working knowledge in the operation and maintenance of Windows server and client equipment. Basic knowledge of the operation, adjustments, and maintenance of standard computer input/output equipment. Ability to read and understand wiring diagrams. Ability to express oneself clearly in oral and written form. Ability to supervise the work of others. Ability to establish and maintain effective working relationships as necessitated by the work. Ability to work overhead or underground. Skill in the use of computers and Windows based applications that are necessary to successful job performance.

Minimum Training and Experience (as is applicable to Maintenance, Construction or Traffic Management Center)

Construction: Possession of a high school diploma or an equivalent recognized certificate and five years of experience as a Traffic Management Technician including two years as a Journeyman Electrician, or an equivalent combination of training and experience. Certification as an International Municipal Signal Association Traffic Signal Technician III may substitute for two years of the required work experience as a Traffic Management Technician.

Traffic Management Center: Possession of a high school diploma or an equivalent recognized certificate and five years of experience in the operation and timing of traffic signal systems, or an equivalent combination of training and experience. Two years of the required experience must be in computer technology or include the installation and/or maintenance of traffic signal equipment and/or Advanced Transportation Management Systems (ATMS). Possession of an associate's degree in electronics engineering technology or computer science or certification as an International Municipal Signal Association Traffic Signal Technician III may substitute for two years of the above mentioned experience.

Maintenance: Possession of a high school diploma or an equivalent recognized certification and five years of experience that includes the maintenance, repair and installation of electronic equipment in traffic signal work, or an equivalent combination or training and experience. Certification as an International Municipal Signal Association Traffic Signal Technician III may substitute for two years of the required work experience.

Necessary Special Requirements

Maintenance and Construction: Must possess the appropriate State Commercial Driver's License (CDL) and endorsement(s) at the time of appointment, or must have passed the appropriate written CDL test/endorsement(s) and obtained a CDL permit at the time of appointment and obtain the appropriate CDL licensure within 60 calendar days from date of employment as a condition for continued employment. Must obtain The Florida Department of Transportation Intermediate Maintenance of Traffic Certification within 6 months of initial employment and maintain the certification as a condition of continued employment.

Construction: Must obtain a Master Electrician license within one year from date of employment and maintain the licensure as a condition of continued employment.

Maintenance: Must possess International Municipal Signal Association Traffic Signal Technician II certification at the time of appointment and maintain the certification as a condition of continued employment. Must possess International Municipal Signal Association Traffic Signal Inspector

certification at the time of appointment and maintain the certification as a condition of continued employment.

Traffic Management Center: Must possess a valid Class E State driver's license at the time of appointment. Must possess International Municipal Signal Association Traffic Signal Technician II certification at time of appointment and maintain the certification as a condition of continued employment.

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