

# CHIEF TRAFFIC AND LIGHTING ENGINEER

## *Traffic Control Engineer V*

Recruitment #1509-5410-001

**List Type** Original

**Requesting Department** DPW-INFRASTRUCTURE-ELECTRICAL

**Open Date** 10/16/2015

**Filing Deadline** 11/6/2015 11:59:00 PM

**HR Analyst** Lindsey O'Connor

### **PURPOSE**

Do you enjoy leading technical staff on short-time and long-term projects? Would you like to contribute to the safe and efficient travel (*covering 98 square miles*) of residents and visitors through the planning and implementation of city signal and street lighting standards?

The City of Milwaukee - Infrastructure Services Division has a manager opening for a Chief Traffic and Lighting Engineer. This position requires a diverse background in the areas of traffic engineering, transportation planning, and street lighting engineering including customer service, i.e. responding to aldermanic and citizen concerns. Candidates must be able to demonstrate strong depth and breadth of experience in these subject areas. The ideal candidate must be able to lead the development and implementation of traffic and street lighting engineering projects, work well in a diversified team environment, have solid project management, organizational, and communication skills, and have experience managing large and small projects with a total staff of 23 engineers and technicians.

### **ESSENTIAL FUNCTIONS**

- Manage and review all activities and correspondence, incoming and outgoing, of the Traffic and Lighting Engineering Design Unit.
- Provide technical engineering review of traffic and lighting facilities.
- Prepare and monitor Capital, and Operation and Maintenance budgets. Perform technical engineering studies related to traffic and lighting needs.
- Manage a technical team by counseling, mentoring and coaching to ensure efficient and effective delivery of services.
- Prepare and review material specifications and coordinate material purchases for traffic control and street lighting devices.
- Provide an assessment or interpretation of the site development related to traffic impacts.
- Prepare long and short range transportation planning and assist in the preparation of the City's five-year Transportation Capital Improvement Plan.
- Monitors and reviews production and accounting records (e.g. activity reports, organizational charts, annual productivity, invoices and cost projections) for the purpose of evaluating efficient use of resources, maintaining and adherence to established budget projections, and forecasting annual operating expenses.
- Oversees preparation of plans and specifications for projects and equipment required to be released for public bidding as per established city and state regulations.
- Administers personnel functions (e.g. performance evaluations, interviews, hiring, discipline, and promotions).
- Monitors and reviews projects proposals to ensure compliance with federal, state and municipal regulatory codes, status, ordinances, and laws, regarding traffic safety and capacity.
- Represents the department through considerable public contact, responds to public concerns, inquiries, and complaints with consistent tact and courtesy both orally and in writing.

## **Chief Traffic & Lighting Engineer, Traffic Control Eng V (DPW-Infrastructure, Electrical)**

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*Reasonable accommodations requested by qualified individuals with disabilities will be made in accordance with the Americans with Disabilities Act (ADA) of 1990, as amended by the Americans with Disabilities Act Amendments Act (ADAAA) of 2008.*

### **MINIMUM REQUIREMENTS**

1. Bachelor's Degree in Civil Engineering from an accredited college or university.
  - **IMPORTANT NOTE:** *To receive credit for college, transcripts are required and must be received by the application period closing date. College transcripts should be attached to your online application. Applications without transcripts attached will be considered incomplete and will be rejected.*
  - *Your transcript must be legible and include the following information: the university or college name, your name, the degree completed (if applicable) and the date the degree was completed.*
2. **Five** years of experience in the planning, design, construction of traffic and street lighting facilities. **Three** of which must include managing a team of technical professionals.
3. Registration as a Professional Engineer in the State of Wisconsin or state of residence at time of application.
4. Valid driver's license at time of appointment and throughout employment.

### **KNOWLEDGES, SKILLS, ABILITIES AND OTHER CHARACTERISTICS**

- Knowledge of traffic and transportation engineering.
- Knowledge of budgeting practices and principles to prepare capital budget.
- Knowledge of personnel management practices and principles.
- Knowledge of project management practices and principles.
- Organizational skills to prioritize and accomplish work and meet deadlines.
- Interpersonal skills to develop effective relationships with diverse groups of people.
- Written communication skills to develop technical reports and business correspondence.
- Oral communication skills to effectively communicate with people inside and outside the organization.
- Problem solving skills to find solutions to issues.
- Ability to manage, coach and mentor a technical team.
- Ability to make presentations to various size groups communicating technical information.
- Ability to work in a highly political environment.
- Ability to prepare detailed cost estimates for projects.

### **CURRENT SALARY**

The current starting salary (1JX) is \$80,442 for residents of the City of Milwaukee, appointment above the minimum is possible up to \$99,753 with approval. The annual starting salary is \$78,468 for non-Milwaukee residents, appointment above the minimum is possible up to \$97,306 with approval.

### **SELECTION PROCESS**

The selection process will be job related and will consist of one or more of the following: education and experience evaluation; written, oral, or performance tests, or other assessment methods. The Department of Employee Relations reserves the right to call only the most qualified candidates to oral and performance examinations. Oral examinations may include written exercises. Selection process component weights will be determined by further analysis of the job.

**INITIAL FILING DATE** - The examination will be held as soon as practical after **November 4, 2015**. Receipt of applications may be discontinued at any time after this date without prior notice. However, recruitment may continue until the needs of the City have been met. Qualified applicants will be notified of the date, time, and place of the examination. Unless otherwise required by law, the City of Milwaukee will not provide alternative test administration. The applicant is responsible for attending all phases of the job selection process at the time and place designated by the City of Milwaukee.

- **NOTE:** *The City's residency requirement set forth in City Charter 5-02 is under litigation. Even though the City is legally able to enforce the current residency requirements based on a recent Wisconsin Court of Appeals decision, the City has agreed to continue to suspend enforcement of the ordinance during the time it may take to know whether the Wisconsin Supreme Court will review the case. Once the Supreme Court refuses review or affirms the Court of Appeals decision, the City intends to fully enforce the ordinance. Consequently, employees who disregard the requirements of the ordinance do so at their own risk. Applicants for City of Milwaukee positions should understand the City's commitment to its residency requirement. During this period of uncertainty it is important to take that into account when submitting an application and more importantly when deciding to accept an employment offer. Please contact (414) 286-3751 if you have questions regarding your individual circumstances as part of the application and/or selection process.*

## **ADDITIONAL INFORMATION**

### ***Application Procedure:***

- Applications can be accessed by visiting [www.jobaps.com/MIL](http://www.jobaps.com/MIL).
- If you would like assistance completing an application, please contact the Department of Employee Relations at (414) 286-3751 or [staffinginfo@milwaukee.gov](mailto:staffinginfo@milwaukee.gov).
- The Department of Employee Relations is located in City Hall, 200 E Wells St, Room 706, Milwaukee, WI 53202.

## **BENEFITS**

### ***The City of Milwaukee provides a comprehensive benefit program which includes:***

- Defined Benefit Pension Plan
- 457 Deferred Compensation Plan
- Health and Dental Insurance
- Long Term Disability Insurance
- Group Life Insurance
- Tuition Benefits
- Paid Vacation
- 11 Paid Holidays
- Paid Sick Leave and other paid leaves