

# Department of State Growth

## Statement of Duties

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<b>Position Title:</b>	Traffic Engineering Officer
<b>Position number:</b>	370446
<b>Award/Agreement:</b>	Tasmanian State Service Award
<b>Classification level:</b>	General Stream Band 4
<b>Division/branch/section:</b>	State Roads / Traffic Engineering
<b>Location:</b>	North
<b>Employment status:</b>	Flexible
<b>Supervisor:</b>	Manager Traffic Safety

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### Position Objective

Provide technical assistance and support to the Manager Traffic Safety and Manager Traffic Engineering in developing and managing traffic management policies, practices, programs and projects in line with Government and Agency policies and priorities.

### Major Duties

- Coordinate, undertake or supervise complex traffic investigations and provide reports recommending traffic control improvements to the road network.
- Prepare traffic engineering proposals with appropriate concept plans and analysis.
- Manage and audit traffic management proposals from road owners against best practice and interpret current standards and legislation, providing advice on deficiencies and improvements.
- Liaise with Agency, Local Government and stakeholder groups on a wide range of traffic practices, safety issues and traffic control proposals.
- Prepare reports, correspondence and Ministerial briefs on a range of issues relating to traffic management.
- Coordinate and/or supervise the installation of traffic control devices on State Roads.
- Manage projects, from problem identification to resolution, including consultation with stakeholders, researching options, and making recommendations.

### Scope of Work: (Responsibility, Decision-Making and Direction Received)

The position is responsible for providing options and recommendations pursuant to traffic management policies, practices, programs and projects as they affect Tasmanian roads while meeting Government and Agency policies and priorities.

The occupant is required to use flexibility and innovation in undertaking the duties of the position.

The occupant of this position is required to operate independently with limited supervision. The Manager Traffic Engineering will provide general direction and guidance with regard to Government and Agency policy, priorities and objectives.

The position is in an office based location in Launceston. Intrastate travel will be required, some interstate travel may be required.

### **Selection Criteria (Knowledge and Skills):**

1. Comprehensive knowledge and understanding of relevant legislation, standards and guidelines and the proven ability to interpret and apply such knowledge.
2. Well-developed understanding and experience of traffic engineering and road safety improvements, and the proven ability to apply this to the resolution of complex issues.
3. Well-developed interpersonal and oral communication skills, including the proven ability to apply specialised expertise to resolve complex issues.
4. High level written communication skills, including the proven ability to present complex information in a manner easily understood by non-specialists.
5. Conceptual and analytical skills and the proven ability to research, evaluate and formulate information and produce justified recommendations, together with the ability to use traffic engineering software.
6. Proven ability to develop, manage and evaluate projects.

### **Position Requirements**

#### ***Pre-employment***

- *Nil*

#### ***Essential***

Evidence of the following must be provided prior to appointment to this role:

- *A current drivers licence*

The person must continue to satisfy the above essential requirements/qualifications throughout their employment in this role.

#### ***Desirable***

- *A Diploma in Civil Engineering from a recognised TAFE institution, or an equivalent qualification, appropriate to the nature of the work.*
- *Minimum 5 years demonstrated experience working in a traffic engineering environment.*

### **Working at State Growth**

The Department of State Growth works to grow our economy and provide opportunities for all Tasmanians. We provide support and strategy advice in relation to key economic drivers including energy, industry sectors, resources, regulation and infrastructure. We support the delivery of a range of public services and have a strong focus on investment attraction and the development of innovative strategies that drive state growth.

The [department's website \(http://www.stategrowth.tas.gov.au/\)](http://www.stategrowth.tas.gov.au/) provides more information.

Our department is a diverse, inclusive and flexible workplace that enables our people to contribute to their full potential. We value the diverse backgrounds, skills and contributions of all employees and treat each other and our clients with respect.

State Growth is a values-based organisation. Our aim is to attract, recruit and retain people who will uphold our values and are committed to building a strong values based culture. Our values and behaviours reflect what we consider to be important, that is

*Our people* who are at the heart of the organisation; *our decisions* which are based on sound principles; and *our clients* who are at the centre of what we do.

We have the ***Courage to Make a Difference*** through:

- ***Teamwork*** – our teams are diverse, caring and productive
- ***Respect*** – we are fair, trusting and appreciative
- ***Excellence*** – we take pride in our work and encourage new ideas to deliver public value
- ***Integrity*** – we are ethical and accountable in all we do

We are committed to high standards of performance relating to Workplace Health and Safety and all employees are expected to participate in maintaining safe working conditions and practices. State Growth has zero tolerance to violence, including violence against women and any form of family violence. We will take an active role to support employees and their families by providing a workplace that promotes their safety and provides the flexibility to support employees to live free from violence.

All employees are responsible for ensuring that the standards of behaviour and conduct specified in the State Service Principles and Code of Conduct are adhered to (*State Service Act 2000*). These can be located at State Service Management Office ([www.dpac.tas.gov.au/divisions/ssmo](http://www.dpac.tas.gov.au/divisions/ssmo))

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