

# Department of State Growth

## Statement of Duties

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<b>Position Title:</b>	Traffic Engineering Technical Officer
<b>Position number:</b>	373121
<b>Award/Agreement:</b>	Tasmanian State Service Award
<b>Classification level:</b>	General Stream Band 5
<b>Division/branch/section:</b>	State Roads /Network Management Branch
<b>Location:</b>	South
<b>Employment status:</b>	Flexible
<b>Supervisor:</b>	Principal Analyst Traffic Engineering

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### Position Objective

Provide high-level technical assistance and support to the Principal Analyst Traffic Engineering. Provide high-level advice and undertake in-depth research in relation to the development and implementation of traffic management policies, practices, programs and projects in line with broader Government and Agency policies and priorities. Undertake a broad range of communication and stakeholder engagement in resolving road safety and technical traffic engineering issues.

### Major Duties

- Apply traffic management policies and practices consistently state-wide.
- Coordinate, undertake or supervise complex traffic investigations, undertake research and analysis and provide reports recommending traffic control improvements to the road network.
- Manage and audit traffic management proposals from road owners against best practice and interpret current standards and legislation, providing advice on deficiencies and improvements.
- Undertake road safety audits and speed limit reviews.
- Develop strong relationships with Agency partners and stakeholders and represent the Agency in liaising and negotiating with Local Government and stakeholder groups on a wide range of traffic practices, safety issues and traffic control proposals.
- Undertake high level technical research for both routine and complex matters, generate reports, and prepare correspondence and Ministerial documentation 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.

- Provide high level support to Principal Analyst Traffic Engineering and network management branch in undertaking complex traffic engineering and road planning projects.
- Prepare traffic engineering proposals with appropriate concept plans and detailed technical analysis.

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

Responsible for undertaking a range traffic engineering assessments, providing support, specialist advice and recommendations in relation to traffic management policies, practices and programs and perform administrative tasks of both a routine and complex nature.

Manage projects and liaise with local government and community stakeholders in relation to traffic engineering and road safety initiatives.

The occupant of this position is required to work under general direction and supervision of the Principal Analyst Traffic Engineering, however, is expected to act with a degree of autonomy in daily activities exercising high degree of initiative, innovation and judgement within established guidelines.

The position is based in Hobart. 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 or a demonstrated ability to rapidly acquire this knowledge and understanding.
2. Highly developed understanding and experience of traffic engineering and contemporary road safety concepts and the proven ability to apply this to the resolution of complex issues or a demonstrated ability to rapidly acquire and apply this knowledge.
3. Very high level interpersonal and oral communication skills, including the proven ability to liaise, negotiate with and influence internal and external clients incorporating an end-user focus and a collaborative approach.
4. High level written communication skills, including the proven ability to prepare technical and non-technical reports and present complex information in a manner easily understood by non-specialists.
5. Well developed 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.

### **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.*
- *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))

