

## Employment Opportunity Notice EX21-173

### The City of Greater Sudbury

requires a

## Traffic and Transportation Engineering Analyst Reporting Location: Frobisher Depot

**Permanent Position  
70 Hours Bi-Weekly**

### Start Date to Follow Selection Process

The Transportation Services Section, Infrastructure Capital Planning Division, Growth and Infrastructure Department, of the City of Greater Sudbury, requires a Traffic and Transportation Engineering Analyst. The successful candidate must possess the qualifications and perform the duties, as set out below. The current range of pay for this position is \$35.32 to \$43.35 per hour.

**Duties:** Under the general supervision of the Traffic and Asset Management Supervisor.

1. Prepare conceptual and functional design related to new and upgraded roadways.
2. Design and prepare specifications and estimates for the construction and installation of all traffic control devices.
3. Prepare, administer and direct CGS's Traffic Signal Maintenance Contract; act as Project Manager for traffic device installations.
4. Conduct long and short range transportation planning studies, as directed.
5. Provide the Traffic and Asset Management Supervisor with recommendations for short, medium and long range transportation planning programs; recommend policies and procedures and by-laws to ensure the safe and efficient operation of the traffic and transportation system.
6. Conduct technical evaluations related to types of traffic control (i.e. signal timing, progressive systems, capacity and collision analysis, trip generation analysis, traffic calming and other traffic operational studies) and program traffic control devices.
7. Design and prepare signal layout drawings, prepare request for surveys and work with draftspersons in the preparation of traffic signal plant drawings.
8. Provide functional and geometric design for road systems.
9. Assist with the administrative work of the Section, such as budgets, distribution of workload, etc.
10. Assist in the instruction and in the co-ordination of the training and development of section staff.
11. Develop, utilize, maintain and/or oversee data collection and analysis program required for various planning, operational, construction and/or maintenance activities (i.e. collision retrieval, collision analysis, transportation model, asset management, capacity analysis, traffic volume, traffic signal optimization). Assist in the interpretation and evaluation of the output.
12. Keep abreast of new technologies, studies and programs in the traffic and transportation field and evaluate them for implementation into the Sections work program.

**Employment Opportunity EX21-173**  
**Traffic and Transportation Engineering Analyst**  
**(Permanent Position)**

13. Investigate complaints and enquiries, supplying information directly to the public, staff or other agencies.
14. Provide information, advice and recommendations pertaining to traffic and transportation issues to the general public and for reports to other Departments, Committees and Council.
15. Approve and issue various special permits as set out in the By-Laws (i.e. Wide Load, Special Occasion, Temporary Street Closure, Sidewalk Café, etc.).
16. Organize and/or conduct data collection projects/studies; tabulate, summarize, analyze and report on data collection and provide recommendations.
17. Review building permit applications and access control applications for compliance to standard guidelines.
18. Provide comments and recommendations regarding traffic and transportation operation in relation to Subdivision Agreements, Official Plan Amendments, Consent and Committee of Adjustment Applications, Site Plan Control Agreements, Building Permits and Re-zoning applications; review and comment on traffic impact and transportation studies submitted by engineering consultants.
19. Provide direction and guidance to Traffic and Transportation Technician.
20. Participate on various committees and community projects to evaluate road safety programs and initiatives.
21. Provide support to the Emergency Operations Centre (EOC) on a 24/7 basis as required, in the event of a declared emergency or disaster.
22. Develop and maintain a thorough working knowledge of CGS's Safety Manual and the applicable Provincial Legislation listed therein.
23. Perform other related duties as required.

**Qualifications:**

- Successful completion of a Community College Diploma as a Technologist in Civil Engineering or Transportation Technology.
- Over five (5) years up to and including seven (7) years of directly related experience.
- Level 1 and Level 2 certification by IMSA (International Municipal Signal Association) would be an asset.
- Membership or eligible for membership in the Ontario Association of Certified Technicians and Technologists.
- Demonstrate ability with Transportation Signal Optimization software.
- Demonstrate ability with Deighton Software would be an asset.
- Demonstrate ability related to microcomputer software and administrative systems in a Windows environment (i.e. word processing, computerized spreadsheet applications, information input and retrieval).
- Demonstrate interpersonal skills in dealing with other CGS Departments, contractors and the public in a courteous and effective manner.
- Demonstrate report writing skills.
- Ability to demonstrate research, analytical and organizational skills.
- Excellent use of English; verbally and in writing.
- French verbal and written skills an asset.
- Satisfactory health, attendance and former employment history.
- Must be physically capable of operating a vehicle safely, possess a valid driver's licence, have an acceptable driving record, and personal insurance coverage.

Qualified candidates should submit their résumé in confidence by **Tuesday, April 6, 2021 at 4:30 PM by: e-mail to: [hrjobs@greatersudbury.ca](mailto:hrjobs@greatersudbury.ca) or facsimile number: 705-688-3979**. Any application received after this deadline will not be considered. Please reference the Employment Opportunity number (**EX21-173**) on your resume. The City of Greater Sudbury is dedicated to maintaining a fair and equitable work environment, and welcomes submissions from all qualified applicants. Personal information submitted will be used for the purpose of determining suitability for this competition only in accordance with The Municipal Freedom of Information and Protection of Privacy Act. All applicants are thanked for their interest in this position. Only those selected for an interview will be contacted. If contacted, and you require a disability related accommodation in order to participate in the recruitment process, you must advise the Hiring Manager.