



THE CORPORATION OF THE TOWN OF OAKVILLE

JOB POSTING

POSITION ID: 3761-001

CALL NO: 22-2541 (CUPE 1329)

This job profile reflects the general details considered necessary to perform the principal functions and shall not be construed as an interpretation of all work requirements inherent in the job. Applicants are required to demonstrate in their applications and in the interview process that their qualifications for the positions match those specified. Applicants may be required to undergo a skills assessment and/or testing with a minimum pass mark of 75%.

Job Designation: Traffic Operations Technologist
Department: Roads and Works Operations
Salary Range: \$77,559 - \$94,581 (Effective Feb 16, 2022)
Pay Grade: 11
Duration: Permanent full-time

NOTE: A Trainee Secondment up to 24 months may be considered for applicants who do not possess all of the position requirements if a fully qualified candidate is not available in the applicant pool. The Seconded Trainee will be compensated at the CUPE 1329 Pay Grade 9, Salary of \$66,579 (Feb 16, 2022 rate).

Located on Lake Ontario, within the Greater Toronto Area, Oakville is a rapidly growing municipality with a vibrant and dynamic community, making it a great place to live, work and play. Benefits of working for the town include:

- A great work environment with excellent recreational facilities conveniently located nearby
- Competitive compensation and benefits
- Focus on maintaining a healthy work life balance
- Opportunity to work within a community dedicated to providing quality service to residents
- A great variety of occupations within one organization
- The opportunity for advancement and professional development
- An opportunity to work with leading-edge technology and the latest business application tools
- The opportunity to work with great people in a supportive and fun environment

Job Responsibilities:

Reporting to the Manager of Traffic Operations, the primary function of this position is related to the planning, design, installation, inspection, operation and management of traffic control devices and streetlights:

- Review and support design of traffic management plans and drawings related to the installation of traffic control devices and street lighting including traffic signals, signs, and pavement markings
- Develop, implement and monitor traffic signal timing plans for isolated and coordinated operations using traffic signal analysis software
- Implement, monitor, and support design of annual and capital programs, including controller replacement, traffic signal hardware replacement, interconnect, street lighting and emergency vehicle preemption
- Review and support design of PHM-125 legal traffic signal drawings
- Prepare and review service agreements, contract documentation and tender drawings for traffic signal construction and maintenance, LED lights, traffic and streetlight poles and arms, signal heads, traffic controllers, pedestrian crossovers, traffic signs, and U-channel poles
- Utilize CIS System to gather quotes, purchase materials, create, monitor and manage work orders
- Perform construction inspection and final acceptance of new traffic signals, streetlights, and any other traffic infrastructures to ensure works comply with Town standards
- Research and prepare recommendations regarding new technologies and procedures for traffic operations

Successful candidates will abide by Ontario Health & Safety Legislation and follow Corporate Health & Safety Policies

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- Test, deploy, operate and maintain various electrical/electronic and network system components
- Support locate services
- Address inquiries, complaints and service requests
- Prepare technical reports for senior staff and Council
- Attend and make presentations at Committee, Council and public meetings
- Liaise with other Town Departments, public sector agencies, contractors, senior staff, members of Council and Town residents regarding the design, installation, maintenance and operational of traffic control devices
- Performs other duties as assigned

Qualifications/Skills:

Applicants must have a diploma in Transportation or Electrical Engineering Technology from an accredited college, certification through the Ontario Association of Certified Engineering Technicians and Technologists (O.A.C.E.T.T.), Certified Engineering Technologist (C.E.T.), a minimum of five (5) years' experience in municipal traffic operations and possess IMSA Traffic Signs Level II and Traffic Signals Level II certifications. The successful applicant will be experienced in project management, preparing technical staff reports and in making presentations to Council and the public. Familiarity with the Ontario Traffic Manuals, Highway Traffic Act, Municipal Act and Occupational Health and Safety Act is critical.

The successful candidate must possess excellent organizational, analytical and budgetary skills, in addition to proficient verbal and written communication abilities. Strong computer skills are required in the areas of word processing, spreadsheets, GIS, CAD, and traffic analysis software. Effective interpersonal skills are a prerequisite to enable the candidate to represent the Department in a professional and courteous manner. The successful candidate must hold and provide a copy of a valid and unrestricted Ontario Driver's Licence Class G minimum with a driving record that demonstrates responsible and safe driving behaviour.

Note: Applicants with 6 or more points are ineligible for consideration. The successful applicant, who is a new hire, may be required to provide the Corporation with a current drivers abstract (no older than 30 days) and pass a Town administered road test as a condition of employment. Successful applicant must have access to a reliable vehicle for timely travel and access to remote locations.

Applications will be accepted on-line at www.oakville.ca in the employment section no later than midnight on February 13, 2022.

DATED: January 20, 2022

The successful candidate will be required to submit proof of full vaccination in accordance with the town's COVID-19 Vaccination Policy and Procedure. Accommodation requests for new hires that are unable to get vaccinated against COVID-19 for reasons protected under the [Ontario Human Rights Code](#) must be made in writing to the Human Resources department.

This job profile reflects the general requirements necessary to perform the principal functions of the job. This does not include all of the work requirements of the job. Applicants are required to demonstrate through their application and in the interview process that their qualifications match those specified. The minimum threshold score for each of the practical, written test and interview components of the recruitment process is 75%.

We thank all applicants and advise that only those selected for an interview will be contacted.

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Personal information collected from applications and resumes is collected under the authority of the *Municipal Act, 2001*, and will be used to determine qualifications for employment. Questions about this collection of information should be directed to Human Resource Services, 1225 Trafalgar Road, Oakville, Ontario L6J 5A6.