# Manager of Traffic Operations & Signals

## Transportation Services Department



|  |  |
| --- | --- |
| Working for the City of Burlington | A great career is closer than you think. Come work for the City of Burlington, where you’ll be joining an innovative and progressive workplace focused on building a 21st century city that respects the diversity of our residents, visitors and employees; and prioritizes continuous opportunities for you to learn and grow.We don't just spend time attracting the best talent. We spend time and resources to keep the best talent. This may include: flexible working hours, mobile and hybrid working arrangements, a great pension and benefits package, as well as programs to foster innovation and leadership. |
| Job Number | TRS-44-23 |
| Employee Group | Non-Union |
| Employment Status | Full Time Permanent |
| Location | This position is eligible for a hybrid work model. When attending an event or meeting in person, your primary office location will be based out of City Hall – 426 Brant Street. Work location is subject to change at the discretion of the City due to operational demands. |
| Position Overview | Reporting to the Director of Transportation Services, this role is responsible for leadership, management, planning, and controlling of all activities of the Traffic Services Operations required to deliver services in Traffic Signals, Traffic Operations, Traffic Field Services, School Crossing Guards, and Street Lighting to support the City’s Strategic Plan. |
| Responsibilities | This position is responsible for:* Strategic oversight and direction in the development and management of programs and

services delivered through the Traffic Operations, Traffic Field Services, Street Lighting, Traffic Signals and School Crossing Guard areas.* Provides effective leadership through recruiting, training, motivating and coaching staff with a goal to successfully deliver departmental services and create a positive and productive work environment.
* Oversee the development of new approached for improved or innovate traffic control strategies.
* Represent the City on various committees, work groups, and at public meetings, legal proceedings and Council/Committee meetings to provide subject matter expertise and commentary with respect to traffic operations.
* Manage the delivery of maintenance services delivered on behalf of other authorities and agencies such as Ministry of Transportation, Halton Region and neighbouring municipalities in accordance with agreements, contracts and level of service requirements.
* Leads and coordinates the planning, preparation and submission of Operating and Capital budgets for service areas including monitoring expenditures, performing various financial analyses and providing performance measures.
* Provide guidance, advice, counselling as required to resolve escalated customer concerns through effective investigation, mediation, and conflict resolution.
* Maintain knowledge of collective agreements, City policies and practices, legislation, regulations, and Standard Operating Procedures (SOPs).
 |
| Requirements | Your three (3) year community College diploma in Transportation Engineering Technology is supported by your registration in OACETT and your direct experience in traffic signals or operations. Developed written and verbal communication skills are required for preparing reports and for communicating with internal and external stakeholders through public engagement. Strong leadership and interpersonal skills are required to manage staff and in dealing with public stakeholders on sensitive matters. Demonstrated experience supervising union and non-union staff is requiredThis position may require occasional travel between sites and/or City facilities. |
| Salary Range | $117,121 - $146,401 (Grade 13 – under review) |
| Posting Close Date | March 2, 2023 |
| How to Apply | To apply, please visit [www.burlington.ca/careers](http://www.burlington.ca/careers) and click on “View Jobs”. Please note that applications are only accepted online. If you require assistance, please contact Human Resources at 905-335-7602. |
| Accommodations | In accordance with the Accessibility for Ontarians with Disabilities Act, the City of Burlington accommodates the individual needs of applicants with disabilities within the recruitment process. Please call us at 905-335-7602 or email us at: hr@burlington.ca if you require accommodation to ensure your equal participation in the recruitment and selection process. |