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Town of Aurora

Employment Opportunities

Corporate Services

Division of Human Resources

Analyst, Traffic and Transportation

Employment Type: Permanent, Full Time

Location: Aurora, ON

Salary Range: \$78,779.74 to \$98,474.80

Target Hiring Range: \$78,779.74 to \$86,657.71

Closing Deadline: August 31, 2023

The Town of Aurora is located in the heart of York Region and just 30 kilometers north of Toronto. Our vision is to become a progressive community with a small-Town charm and our mission is to deliver exceptional services that make people proud to call Aurora home. Our workforce is talented, diverse, and committed to fostering a culture that exemplifies teamwork, embraces innovation, and values diversity, equity, and inclusion to achieve mission excellence. It is important that our workforce reflects the citizens we serve. Come join us at the Town of Aurora, "You're in Good Company".

Responsibilities

Reporting to the Manager of Engineering and Capital Delivery, this position is responsible for reviewing and providing advice for traffic and transportation components of proposed developments, particularly site plan and subdivision agreements, planning and coordination of data collection activities, conducting traffic studies, compiling statistical records, preparing technical reports for various committees and council, tender documents and managing all enquiries relating to traffic operations. This position conducts transportation studies including reviewing the need for various traffic control devices, parking controls, traffic calming measures and monitoring changes in traffic patterns, makes recommendations on such and implements required bylaws for enforcement. This role also organizes and completes traffic calming projects as per the requirements of the Town's Traffic Calming Policy. This position is also responsible for reviewing and recommending the installation of traffic control signage including regulatory, warning and information signs in accordance with provincial standards and municipal policy, and monitors traffic signal operations and makes recommendations on changes to equipment and phase timing to suit changing conditions, including coordinating with regional traffic authority. The Analyst will also maintain the Town's pavement marking program in accordance with the Ontario MUTCD standards and coordinate with Operational Services staff and contractors for the annual pavement marking program.

Qualifications

To be considered for this position will hold a university degree in Transportation or Civil Engineering Technology, and a professional accreditation, or eligibility for same with the P.E.O., or O.A.C.E.T.T. at the Technologist level. You will have a minimum of five (5) years demonstrated experience in traffic and transportation engineering, preferably with relevant municipal experience. Candidates will have a thorough working knowledge of the elements of traffic design, transportation planning, the Highway Traffic Act, MUTCD and TAC manuals, and traffic and transportation related computer software programs. Excellent analytical, report-writing, problem-solving, communication, and project management skills are required as is the ability to deal courteously and effectively with developers, consultants, the general public, contractors, other departments/levels of government, builders and utilities. Candidates are required to have a valid Class G Driver's License, in good standing and reliable vehicle to use on corporate business; as well as the ability to work flexible hours to accommodate meetings, traffic counts, etc.

Successful applicants to this position will be required to provide a **Police Criminal Record Check** that is satisfactory to the Town prior to their start date at the applicants' own cost.

If you are interested in joining our dedicated team of municipal professionals, please visit our [Jobs - Town of Aurora](#) page and apply to the position directly.

The Town of Aurora is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you are contacted for a job opportunity, please advise the Human Resources Division of any accommodations needed to ensure you have access to a fair and equitable process. Any information received relating to accommodation will be addressed confidentially. We thank all applicants and advise that only those selected for an interview will be contacted.

Applicant information is collected in accordance with the Municipal Freedom of Information and Protection of Privacy Act and will be used to determine qualifications for employment with the Town of Aurora. Questions about this collection of personal information should be directed to the Human Resources Division at 905-727-3123.