



CITY OF VALLEJO

Department of Human Resources
555 Santa Clara Street (1st Floor), P.O. Box 3068
Vallejo, CA 94590

<http://agency.governmentjobs.com/vallejo>

INVITES APPLICATIONS FOR THE POSITION OF: Traffic Engineer

An Equal Opportunity Employer

SALARY

\$54.32 - \$66.03 Hourly \$4,345.73 - \$5,282.27 Biweekly \$9,415.76 - \$11,444.91 Monthly
\$112,989.11 - \$137,338.97 Annually

OPENING DATE: 07/16/21

CLOSING DATE: 08/16/21, 05:00PM Pacific Time

THE POSITION

PLEASE READ THIS BULLETIN IN ITS ENTIRETY

THE CITY OF VALLEJO

The City of Vallejo is located in Solano County and has a population of approximately 121,000 residents. Vallejo is a rapidly changing, highly diverse community located midway between the cities of San Francisco and Sacramento. It is a friendly, active waterfront community that attracts innovative, hardworking people and takes great pride in its 148-year history and maritime heritage. Residents of Vallejo are situated to take advantage of the best of what the area has to offer. Golf, museums, performing arts, boutique shopping, brewpubs and a wide selection of restaurants are all available in Vallejo. Residents and visitors alike enjoy Vallejo's delightful historical downtown area, weekly downtown farmer's market, and beautifully restored Victorian homes and business facades. Vallejo is also home to Six Flags Discovery Kingdom, one of America's only combination wildlife, oceanarium and theme parks.

THE DEPARTMENT

The Public Works Department operates to protect the City of Vallejo's interest in both new development and the operation of existing City infrastructure by providing engineering, technical, and contract management assistance to all City departments. It is the Engineering Division's responsibility to schedule, design, prepare specifications, acquire permits, secure rights-of-way, advertise, bid, and manage all capital improvement projects as directed and approved by the City Council and the City Manager. The Transportation Division is responsible for the engineering, planning, funding, and management of the City's transportation infrastructure and the proactive management of the system to improve public safety, relieve congestion, support and encourage alternative transportation mode usage, and ensure the renewal of the systems over-time.

For more information about the Public Works Department, please visit their [webpage](#).

THE POSITION

This recruitment is being conducted to fill one full-time vacancy. The list established by this recruitment may be used to fill future full-time, part-time, limited term, and temporary vacancies for up to one year.

This is an advanced level engineering classification. Work in this class is distinguished from that of lower classes by the overall engineering responsibilities and reviewing work on major projects.

The Traffic Engineer works as a project leader on major projects or programs, and provides support to other Public Works Sections and City Departments. Either registration as a Traffic Engineer (which is preferred) or as a Professional Civil Engineer with traffic engineering experience in the State of California is required.

The ideal candidate will possess knowledge of civil engineering design and construction, including current working knowledge of civil engineering processes, theories, laws, principles, conceptual models, best practices; and will bring creative, innovative, and tech savvy solutions and ideas to expand and improve traffic/transportation engineering services for the City of Vallejo including signal timing and operations, traffic safety and calming, pavement design and management, MUTCD and Highway Design Manual experience and expertise.

Supervision Received and Exercised

Receives general direction from higher level management staff. Exercises direct supervision over professional and technical engineering staff.

EXAMPLES OF DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- Lead, coordinate, implement, and participate in comprehensive City-wide traffic planning, safety and control programs; including all traffic safety and congestion management actions.
- Analyze transportation issues and problems; prepare various types of transportation studies including Traffic and Multimodal Level of Service, Vehicle Miles Traveled (VMT), Level of Traffic Stress, signal coordination, traffic calming, traffic and multi-modal counts, etc. by analyzing traffic generation factors and traffic flow patterns, including determining speed characteristics, reviewing accident records and determining warrants for traffic control devices; coordinate and participate in traffic and parking data collection and tabulation.
- Design, maintain or modify traffic control systems to ensure the safe and effective flow of traffic along City streets and support proper transportation planning; coordinate preparation of designs, plans, specifications and estimates for installation, removal, replacement or modification of traffic signals, traffic signs and other traffic control devices and markings; create and maintain complex computerized spreadsheets and databases and apply specialized traffic computer programs and software including transportation models.
- Review subdivision and other applicable plans and rezoning requests for impact upon traffic and parking conditions and other factors as assigned. Lead the Public Works Department's efforts in developing and/or responding to traffic/transportation elements of any/all CEQA/NEPA documents such as environmental impact reports.
- Confer with officials, contractors, consulting engineers, staff, other agencies, community groups and residents regarding traffic engineering projects and programs, transportation planning and services, traffic circulation, parking, traffic safety, pavement management, and other related issues; evaluate and initiate action on traffic suggestions and complaints.
- Oversee the work of and administer contracts for traffic and transportation consultants.
- May provide staff support to boards or commissions; participate on boards and committees as assigned; prepare and deliver presentations.
- Support City Attorney/Risk Management in claims/litigation against the City.
- Prepare comprehensive reports, summaries and recommendations.
- Oversee, coordinate and monitor the work of, and provide training and direction to, assigned staff and consultants.

TYPICAL QUALIFICATIONS

QUALIFICATIONS

KNOWLEDGE OF:

- Modern principles and practices of traffic and transportation engineering as applied to the planning, construction, operation and maintenance of public works and transportation related projects, including review of private development and redevelopment proposals.
- Governmental traffic regulations; transportation safety and traffic safety principles; State of California (Caltrans and DMV) standards (MUTCD, Highway Design Manual, Drivers Handbook, etc.), AASHTO Green Book, environmental review process including the California Environmental Quality Act (CEQA) and the National Environmental Protection Act (NEPA) requirements.
- Assessment of traffic impact fees for new development.
- Traffic modeling and simulation programs.
- Signal design.
- Transportation operational analyses.
- Traffic impact studies, such as Level of Service (LOS) and Vehicle Miles Traveled (VMT).
- Implementation of Intelligent Transportation Systems.
- Modern office practices methods and equipment, including computers and designated software; and state-of-the-art traffic control technologies.

ABILITY TO:

- Effectively coordinate and perform assigned professional traffic or transportation engineering work with speed and accuracy.
- Oversee design, construction and development of assigned public works projects.
- Analyze traffic and transportation issues and programs including review and comment on transportation environmental analysis.
- Execute data collection and studies.
- Prepare engineering specifications and technical reports.
- Maintain and utilize designated specialized computer software and operating systems, such as signal timing, AutoCAD, Synchro and/or SimTraffic.
- Establish, organize and maintain accurate records and recordkeeping systems.
- Interpret and analyze information, draw valid conclusions and project consequences.
- Maintain level of knowledge and certification required for satisfactory job performance.
- Communicate effectively both verbally and in writing.
- Act with resourcefulness, courtesy and initiative.
- Establish and maintain positive and effective working relationships with employees, contractors and consultants, other agencies and the public.
- Oversee, coordinate and monitor the work of, and provide lead direction and training to, assigned staff.

Experience and Education - Any combination of education and experience that would likely provide the required knowledge, skills, and abilities is qualifying. A typical way to obtain the knowledge, skills, and abilities would be:

Experience:

Five years of traffic or transportation engineering experience in a Public Works Department or related agency.

Education:

Graduation from an accredited four-year college or university with major coursework in traffic or transportation engineering; or with major coursework in civil engineering or a related field with coursework emphasis, additional coursework and/or substantive work experience in traffic or transportation engineering.

License or Certificate:

Registration as a Professional Traffic Engineer in the State of California (*preferred*); or, registration as a Professional Civil Engineer in the State of California (*requires substantive coursework or work experience in traffic or transportation engineering*).

May require possession of a valid California Driver's License and satisfactory driving record as a condition of initial and continued employment.

***Any license, certification, or registration required for this position shall be maintained (i.e. active and in good standing) at all times during employment with City of Vallejo. For continued employment with City of Vallejo, you must maintain such license, certification, or registration to meet the minimum qualifications of this position.**

SUPPLEMENTAL INFORMATION

The Recruitment & Selection Process

1. Applications are due by 5:00 P.M. on Monday, August 16, 2021. Applicants must submit a completed City of Vallejo online application, including all responses to the Supplemental Questionnaire (Resume/Cover Letter Optional), by the posted deadline in order to be considered.

NOTE: If you have problems creating a user account, obtaining your already created account information, or submitting your online application, please contact governmentjobs.com applicant support directly at 855-524-5627. City of Vallejo staff are unable to assist with these issues.

2. Applications will be screened for overall qualifications the week of August 16, 2021.

3. Applicants who meet the minimum qualifications will have their supplemental responses scored by subject matter experts the week of August 23, 2021. The most qualified applicants from the scoring of the supplemental questions will be invited for an Oral Panel Interview.

4. Oral Panel Interviews are tentatively scheduled to take place the week of September 6, 2021. Oral Panel Interviews are weighted at 100% of the candidates' score. Candidates must achieve a minimum passing score of 70%. Those achieving 70% or higher will be placed on the Register of Eligibles (eligible list) and may be considered to fill positions for up to one year.

The City reserves the right to limit the number of candidates to those determined to be best qualified based upon all requested application materials, including training and experience, current resume, and responses to supplemental questions.

5. Candidates placed on the Register of Eligibles (eligible list) will be referred to the department for final interviews based on their performance in the exam. The number of candidates referred for a hiring interview is at the discretion of the hiring department.

REASONABLE ACCOMMODATIONS

The City of Vallejo is committed to providing reasonable accommodation to applicants as required by the Americans with Disabilities Act (ADA) and the Fair Employment and Housing Act (FEHA). Qualified individuals with disabilities who need a reasonable accommodation during the application, assessment or selection process may contact the Human Resources Department to request an accommodation. Please contact Vanessa Gould at (707) 649-3512 or send an email to: vanessa.gould@cityofvallejo.net no later than August 16, 2021 at 5:00PM.

PRIOR TO HIRE

The selected candidate will be required to: 1) Submit to reference checks 2) Submit to and successfully pass a pre-employment background check, including fingerprint check. 3) Successfully complete a job-related pre-placement medical exam. 4) Provide proof of legal right to work in the United States.

Disaster Service Workers - All City of Vallejo ("City") employees are designated Disaster Service Workers ("DSW") by state law (California Government Code Section 3100-3109). Employment with the City requires the affirmation of a loyalty oath to this effect. Employees are required to complete all DSW-related training as assigned and to return to work as ordered in the event of an emergency.

Veteran's Preference - Veteran's preference points will be applied in accordance with Civil Service Rule 24. A copy of the DD 214 form must be filed at time of application.

Equal Opportunity Employer (EOE) - The City of Vallejo is an Equal Opportunity Employer. It is the policy of the City of Vallejo to provide equal employment opportunity for all qualified persons. All applicants will be considered without regard to race, color, religion, sex, national origin, age, disability, sexual orientation, gender, gender identity, gender expression, marital status, ancestry, medical condition (cancer and genetic characteristics), genetic information, or denial of medical and family care leave, or any other non-job-related factors.

Note: The provisions in this bulletin do not constitute a contract, expressed or implied, and any provisions contained in this bulletin may be modified or revoked without notice.

APPLICATIONS MAY BE OBTAINED AND FILED ONLINE AT:

<http://agency.governmentjobs.com/vallejo>

OR

555 Santa Clara Street (1st Floor), P.O. Box 3068
Vallejo, CA 94590

EXAM #2021 - TR ENG
TRAFFIC ENGINEER
VG

Traffic Engineer Supplemental Questionnaire

- * 1. **Instructions for Supplemental Questionnaire:** Thank you for your interest in employment with the City of Vallejo! We sincerely value your time and hope to make your application experience as positive as possible. The following supplemental questions are an important step in the examination and selection process to assist us in determining if you possess the knowledge, skills, and abilities needed to succeed in the posted vacancy. **A lack of a complete and thorough responses to each of the supplemental questions in the space provided, may result in disqualification from the selection process.** In addition, the selections you make and responses you provide in the questionnaire must accurately reflect what is documented in your work history. Please provide unique and comprehensive responses for each question. Answering, "see resume", or copying and pasting any portion of your resume in the open text field may result in elimination from further consideration. **Please indicate below that you have read and understand the instructions presented above.**

Yes No

- * 2. Have you graduated from an accredited four-year college or university with major coursework in traffic or transportation engineering; or with major coursework in civil engineering or a related field with coursework emphasis, additional coursework and/or substantive work experience in traffic or transportation engineering?
- Yes No
- * 3. Please indicate how many years of traffic or transportation engineering experience in a Public Works Department or related agency you possess.
- No experience
 Less than one year of experience
 At least one year of experience, but less than two years
 At least two years of experience, but less than three years
 At least three years of experience, but less than four years
 At least four years of experience, but less than five years
 At least five years or more of experience
- * 4. Please describe, in detail, your traffic or transportation engineering experience referenced above. Please include the name of your employer and your title when performing these duties in your response. If you selected no experience, please type "n/a."
- * 5. Do you currently possess a valid Certificate of Registration as a Professional Traffic Engineer in the State of California; or as a Professional Civil Engineer in the State of California?
- Yes No
- * 6. Please describe your experience designing and executing traffic and transportation programs and projects. If none, please type "n/a".
- * 7. Please describe your experience with CEQA/NEPA. If none, please type "n/a".
- * 8. Please describe your experience with various traffic engineering software (traffic modeling, autocadd design, GIS, Signal timing, etc.) and your proficiency with each software cited. If none, please type "n/a".
- * 9. Please describe your experience with signal design and operations including signal timing efforts. If none, please type "n/a".
- * 10. Please describe your experience developing and presenting information to the public and/or to boards/commissions. If none, please type "n/a".
- * 11. I understand that the City of Vallejo Human Resources Department is not responsible for any lost or redirected emails and that it is my responsibility to add info@governmentjobs.com to my email contact list to avoid email notifications related to this examination from being classified as "spam" or "junk" mail. **Please indicate below that you have read and understand the statement above.**

Yes No

* Required Question