



CITY OF BOCA RATON  
invites applications for the position of:

## Traffic Signal Timing Engineer

**SALARY:** \$30.32 - \$56.40 Hourly  
\$63,065.60 - \$117,312.00 Annually

**OPENING DATE:** 06/22/21

**CLOSING DATE:** Continuous

### **JOB DESCRIPTION:**

#### **GENERAL DEFINITION OF WORK:**

Manages the Transportation Management Center (TMC). Performs complex professional work evaluating and updating traffic signal timing; analyzing transportation and traffic

Assists the City Traffic Engineer by performing administrative and managerial work related to the traffic and transportation engineering area; coordinates the work of City transportation engineers; acts as liaison between the City, other municipalities, Palm Beach County and the Florida Department of Transportation for signal related issues; and performs other related duties and projects as assigned. Performs complex professional and administrative work monitoring the computerized traffic signal system; does related work as required.

#### **TYPICAL FUNCTIONS:**

Designs, prepares, implements and optimizes traffic signal system timing plans and coordination plans.  
Develops and supervises the implementation of traffic signal and system timing plans.  
Coordinates re-timing activities and monitors Intelligent Transportation System (ITS) control room operations. Manages construction and operation of special projects such as Adaptive Traffic Control Systems, and Advanced Transportation Management System (ATMS) deployments.  
Develops and manages tasks and assignments to both in-house and contract support staff for the Transportation Management Center.  
Reviews and approves traffic signal design plans for in-house, design consultant plans, and developer projects referred by Development Services as part of Preliminary Work Review.  
Assists in the development of the Capital Improvement Project (CIP) for traffic signals and related projects.  
Coordinates and prepares studies, reports, grant applications, analyses, correspondence, and recommendations relating to traffic signals.  
Provides public presentation and reports on traffic signal operations.  
Supervises subordinate employees and evaluates their work performance; assigns and schedules their work.  
Provides high level and responsive customer service on sensitive traffic problems and neighborhood concerns; receives, reviews, and investigates requests for traffic mitigation measures.  
Coordinates with other Traffic Division staff, analyzes findings, and prepares reports, recommendations and follow-up communication and education to the community.  
Performs related tasks as required.

#### **RELATED TASKS:**

Performs consultant coordination and responds to citizen and public official requests.  
Represent Transportation at various community meetings regarding traffic issues.  
Investigates customer concerns/inquiries; meets with citizens to define and resolve issues.  
Preparation and reporting of transportation studies including traffic and roadways etc.  
Ensures Rapid Rectangular Flashing Beacons (RRFB's) operation is in compliant with the latest standards in MUTCD and FHWA.  
Prepares project status reports and schedules as required.  
Performs related tasks as required.

#### **KNOWLEDGE, SKILLS, AND ABILITIES:**

Expert knowledge of traffic signal function, operation, timing, and maintenance.  
Thorough knowledge of Florida Department of Transportation (FDOT) standard specifications and indexes, the Manual of Uniform Traffic Control Devices (MUTCD), traffic signal timing, and the FDOT Manual or Uniform Traffic Studies. Thorough knowledge of applicable federal, state and local laws, regulations, policies and procedures related to traffic control devices. Thorough knowledge of federal, state, and local laws governing vehicular and pedestrian movements. Ability to supervise technical subordinates. Ability to establish and maintain effective working relationships with City officials, other public officials and representatives, employees, and the public. Ability to communicate technical ideas effectively, both orally and in writing. Ability to prepare and present clear and concise technical reports, orally and in writing. Experience working with Intelligent Transportation Management Systems and ITS center operations is preferred.

#### **EDUCATION AND EXPERIENCE:**

Graduation from an accredited college or university with Bachelor's Degree in Engineering. Registration as a Professional Engineer in the State of Florida, or ability to obtain licensure within one year. Three (3) years of experience as a signal timing engineer.

#### **SPECIAL REQUIREMENTS:**

Possession of a valid State of Florida Class "E" driver's license with no more than six (6) points in the last three (3) years.

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### **Traffic Signal Timing Engineer Supplemental Questionnaire**

- \* 1. Each applicant must complete this supplemental questionnaire as a part of the application screening and selection process. The information you provide will be reviewed and used to determine your eligibility to move forward in the selection process. Incomplete responses, false statements, omissions, or partial information may result in disqualification from the selection process. Do you agree to answer each supplemental question truthfully and that your responses can be verified from information included within the application?  
☐ Yes  
☐ No
- \* 2. Do you have a Bachelors degree in Engineering?  
☐ Yes  
☐ No
- \* 3. How many years of Traffic Signal Timing Engineer experience do you possess?  
☐ No experience  
☐ Less than 3 years  
☐ 3 years  
☐ 3-5 years  
☐ More than 5 years
- \* 4. Do you possess a Florida Professional Engineering (PE) license OR have the ability to obtain one within six (6) months of hire?  
☐ Yes  
☐ No
- \* 5. Do you possess a valid State of Florida driver's license with no more than six (6) points in the last three (3) years prior to employment?  
☐ Yes  
☐ No
- \* 6. To be considered for employment with the City of Boca Raton, applicants must provide at least ten (10) years of continuous history. Did you account for the last ten (10) year period including all employment, periods of inactivity, school and/or retirement?  
☐ Yes  
☐ No
- \* Required Question