

Position Description

Senior Traffic and Road Safety Engineer

Position profile

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|----------------------|-------------------------------------|------------------------|---------------------|
| Business Unit | City Infrastructure | Position number | |
| Department | City Futures | Status | Full Time Permanent |
| Salary group | | Date endorsed | |
| Reports to | Coordinator Traffic and Road Safety | | |

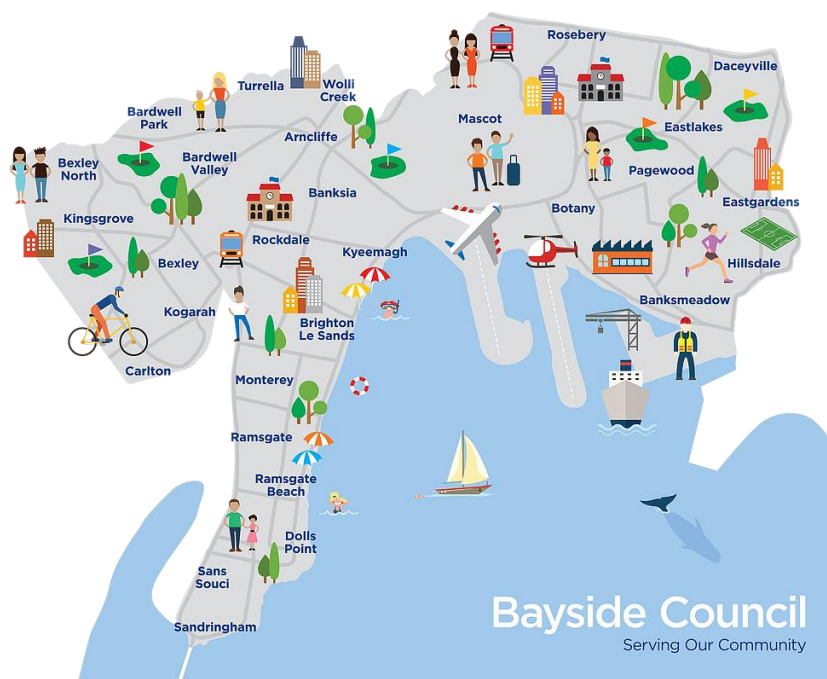
Overview

Bayside Council is an exciting place to work, live and play. The Bayside Council area covers approximately 50 square kilometres and over 160,000 people call Bayside home.

Bayside Council is the gateway to Sydney's south. With significant state infrastructure within our boundaries and key transport corridors between Port Botany, Sydney Airport and greater Sydney, change is everywhere and so are the opportunities.

By working together, we are making a difference across our Council, creating a great future.

This is an exciting opportunity for an innovative, customer centric and outcomes focused individual to be part of a modern, dynamic organisation that serves the Bayside community well.



Values

The following values were developed by Bayside Council employees and underpin our shared commitment in delivering our vision for the future.

The values guide us and define how we strengthen our working environment to deliver on the aspirations of our community.

- **Visionary Leadership** - We are all leaders - decisive, outward focused and forward thinking, setting the vision for Bayside Council today and into the future
- **Empowered People** - We are courageous and innovative - committed to making a difference in our work
- **Meaningful Relationships** - We support and invest in each other - creating a strong collaborative culture
- **Exceptional Service** - We go above and beyond - delivering an outstanding customer experience every time

Primary purpose of the role

Provide high level traffic engineering services to contribute to the efficient, safe and equitable traffic and road system to meet legislative and compliance requirements.

The role is responsible for the provision of specialist technical advice on traffic, transport, parking and road safety engineering advice to Council and stakeholders across a range of engineering matters.

Level of scope also includes various planning, development, operation and facilitation of traffic and transport activities including road safety programs.

Key accountabilities

Within the area of responsibility, this role is required to:

- Provide timely advice across Council on a wide range of parking, traffic and road safety issues.
- Provide specialist technical advice including detailed assessments on engineering and road safety matters and matters related to major developments and major infrastructure proposals to minimise impacts on local road networks.
- Provide specialist technical advice on various planning, development, operation and facilitation of traffic and transportation activities.
- Undertake parking, traffic and road safety investigations, programs and projects to achieve quality outcomes in line with legislation and industry best practice in line with legislative and industry best practice.
- Monitor end-to-end project activities, including project governance, to achieve clear and transparent project plan outcomes and requirements within agreed scope.
- Manage road safety education programs and resources to increase community awareness and capacity to respond to road safety issues.
- Review the condition of traffic management assets, and capture and maintain traffic data, to develop strategies and plans for the effective management of traffic facilities.
- Effectively plan, liaise and negotiate with key statutory authorities with traffic responsibilities for the provision of and forward planning for transport facilities throughout the LGA.

- Issue appropriate directions to transport authorities on changes and implementation of transport facilities.
- Assess, determine and implement strategies and engineering solutions to improve and maintain traffic efficiency, equitable parking supply and, safety of road users consistent with industry practice, and legislative requirements.
- Capture and analyse traffic data to identify relevant issues and predicted growth to develop recommendations, solutions and timely responses to traffic, parking and safety matters.
- Issue and monitor instructions for construction works, and prepare and implement local area traffic management schemes and initiatives to give effect to Council resolutions.
- Participate in project planning, feasibility assessment and development of consultant and other briefs to assist in the implementation and delivery of local area traffic, pedestrian and road safety studies and initiatives.
- Provide clear, timely and accurate information, and professional advice and consultation responses to internal and external customers to assist with decision making.
- Prepare funding submissions and administer grants for the treatment of traffic matters.
- Undertake support functions for, and provide reports for internal and external committees to support decision making.
- Work in collaboration with and assist the team, manager and other key stakeholders to achieve business unit goals, work requests, demands and Council priorities.

Key challenges

- Developing innovative solutions to traffic and parking issues given the increasing population and car ownership placing additional demands on the road network.
- Maintaining residential amenity given the number of intersecting State Roads across the Local Government Area transporting traffic through the local government area.
- Minimising the impact on residential street network and accessibility given the increased freight movements to/from nearby Port Botany and Airport adding to congestion and road safety hazards.
- Prioritising road safety matters given the increasing public demand for road safety improvements and financial constraints to implement solutions.
- Managing in a politically sensitive arena and balancing community expectations with Council obligations and other government and stakeholder expectations.

Role Dimensions

Decision Making





- The role operates with a significant level of autonomy and is accountable to produce technical outputs on time, within budget, and to meet expectations in terms of quality, deliverables and outcomes.
- Accountable for implementing the decisions made by the governing body, General Manager and Directors of Council.
- Guided by Council strategic plans, statutory guidelines and relevant legislation
- Determine day-to-day priorities in line with agreed team work plan.
- Report identified issues of legal noncompliance to the Coordinator Traffic and Road Safety or Manager City Infrastructure.
- Attend as Council representative on relevant external meetings as required.
- Participate in and lead Committees or Task Groups.

Essential Requirements

- A Bachelor Degree in Civil Engineering which satisfies eligibility requirements for Member of the Institution of Engineers (Australia).
- Current Drivers' Licence Class C.

Competency summary

Below is the full list of competencies adapted from the NSW Public Sector Capability Framework and the level required for this role. The competencies in bold are the focus competencies for this role. Refer to the next section for further information about the focus competencies.

| NSW Public Sector Capability Framework | | |
|--|-------------------------------------|---------------------|
| Capability Group | Capability Name | Level |
|  Personal Attributes | Display Resilience and Courage | Intermediate |
| | Act with Integrity | Intermediate |
| | Manage Self | Adept |
| | Value Diversity | Foundational |
|  Relationships | Communicate Effectively | Adept |
| | Commit to Customer Service | Adept |
| | Work Collaboratively | Adept |
| | Influence and Negotiate | Adept |
|  Results | Deliver Results | Intermediate |
| | Plan and Prioritise | Intermediate |
| | Think and Solve Problems | Adept |
| | Demonstrate Accountability | Intermediate |
|  Business Enablers | Finance | Foundational |
| | Technology | Intermediate |
| | Procurement and Contract Management | Intermediate |
| | Project Management | Intermediate |

Focus Competencies

The focus competencies for the role are the competencies in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

| NSW Public Sector Capability Framework | | |
|--|-------|---|
| Group and Capability | Level | Behavioural Indicators |
| Personal Attributes Manage Self | Adept | <ul style="list-style-type: none"> • Look for and take advantage of opportunities to learn new skills and develop strengths • Show commitment to achieving challenging goals • Examine and reflect on own performance • Seek and respond positively to constructive feedback and guidance • Demonstrate a high level of personal motivation |
| Relationships Commit to Customer Service | Adept | <ul style="list-style-type: none"> • Take responsibility for delivering high quality customer-focused services • Understand customer perspectives and ensure responsiveness to their needs • Identify customer service needs and implement solutions • Find opportunities to co-operate with internal and external parties to improve outcomes for customers • Maintain relationships with key customers in area of expertise • Connect and collaborate with relevant stakeholders within the community |
| Relationships Work Collaboratively | Adept | <ul style="list-style-type: none"> • Encourage a culture of recognising the value of collaboration • Build co-operation and overcome barriers to information sharing and communication across teams/units • Share lessons learned across teams/units • Identify opportunities to work collaboratively with other teams/units to solve issues and develop better processes and approaches to work |
| Results Think and Solve Problems | Adept | <ul style="list-style-type: none"> • Research and analyse information, identify interrelationships and make recommendations based on relevant evidence • Anticipate, identify and address issues and potential problems and select the most effective solutions from a range of options • Participate in and contribute to team/unit initiatives to resolve common issues or barriers to effectiveness • Identify and share business process improvements to enhance effectiveness |

NSW Public Sector Capability Framework

| Group and Capability | Level | Behavioural Indicators |
|--|--------------|---|
| Business Enablers Technology | Intermediate | <ul style="list-style-type: none"> • Apply computer applications that enable performance of more complex tasks • Apply practical skills in the use of relevant technology • Make effective use of records, information and knowledge management functions and systems • Understand and comply with information and communications security and acceptable use policies • Support the implementation of systems improvement initiatives and the introduction and roll-out of new technologies |
| Business Enablers Project Management | Intermediate | <ul style="list-style-type: none"> • Perform basic research and analysis which others will use to inform project directions • Understand project goals, steps to be undertaken and expected outcomes • Prepare accurate documentation to support cost or resource estimates • Participate and contribute to reviews of progress, outcomes and future improvements • Identify and escalate any possible variance from project plans |

Corporate Obligations

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| Budget | Council adopted budget for financial year. |
| Delegations | Decisions associated with this position are to be made in accordance with the Delegations of Authority approved by the General Manager. |
| Risk Management | Contribute to Council's risk management framework. |
| Integrated Management Systems | Continually review policies, procedures & processes to increase organisational effectiveness and efficiency and create a culture of innovation and continuous improvement. |
| Workplace Health and Safety | <p>Workers have overall responsibility, accountability and authority to ensure their workplace is a healthy and safe workplace for all workers and will have the following work health and safety (WHS) responsibilities:</p> <ul style="list-style-type: none"> • Participate in the implementation of WHS information within Council's Safety Management System (SMS) • Participate in consultation of WHS issues in their area of responsibility and WHS reporting, risk assessment and incident investigations • Develop the necessary knowledge and skills to effectively enable you to carry out your WHS responsibilities that are assessed through KPIs noted in your Individual Work Objectives • Wear personal protective equipment and follow safe work procedures, where relevant • Report all hazards, near misses, and incidents as soon as practical to Manager, Coordinator or Team Leader and no later than 24 hours following the event, and • Participate in incident investigations and risk assessments within 24 hours of notification. <p>INDOOR EMPLOYEE: To be aware of appropriate procedures in relation to safe manual handling techniques when undertaking work tasks, including:</p> <ul style="list-style-type: none"> • Lifting/moving files, storage boxes etc. • Moving equipment for set up and storage. • Moving tables and chairs for meetings or training • Sitting and working posture when in meetings and at the workstation. |
| Code of Conduct | All staff are required to adhere to the Code of Conduct and associated policies, including, but not limited to Gifts and Benefits policy; Secondary Employment policy; Public Interest Disclosure policy; and Bullying & Harassment Prevention policy. |
| Customer Service | Provide quality customer service to external and internal customers in accordance with Council's values, policies and procedures. |
| Records Management | Comply with Council's Records Management policies, procedures and guidelines. |

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| Disclosures of Interest | Disclose pecuniary interests (if a designated person in accordance with s 441 of the Local Government Act 1993). |
| Equal Employment Opportunity | Comply with EEO based legislation and Council's policies, procedures and guidelines. |
| Allowance | Eligible for Civil Liability Allowance in accordance with Award provisions. |

HUMAN RESOURCES USE

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| Does this position fall under the definition of child related employment? | No |
| Does this position require incumbent to have qualifications checked? | Yes |
| Does this position require incumbent to undergo criminal reference check? | Yes |
| Does this position require incumbent to demonstrate good driving record or possess a specific licence? | Yes |
| Specify licence: Class C Drivers Licence | |
| Will incumbent need to make disclosure of pecuniary interest? | No |
| Could there be a conflict of interest with secondary employment? | Yes |