

## ASSISTANT ENGINEER (TRAFFIC)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, incumbents perform engineering work preparing preliminary and final engineering designs and details of traffic engineering. This is the basic engineering classification involving independent responsibilities for projects of considerable size or of several smaller projects. Each level in the engineering title series takes part in the production of details, plans, specifications, etc. This level differs from the Junior Engineer in that it requires more experience and more independent judgment and action. It differs from the Associate level in that the Associate Engineer plans, directs and reviews the work of Assistant Engineers and other lower level employees. An Associate Engineer must possess a license to practice as a Professional Engineer. Advancement to the higher level depends not only on the possession of a license to practice as a Professional Engineer, but also on the assignment to and performance of higher level duties, on a regular basis and on position availability. Guidance may be given to lower level employees. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Responds to inquiries from local governments and citizens concerning need and revision of traffic control devices including interviews with appropriate persons, gathering pertinent traffic data and recommending appropriate action in accordance with provisions of New York State Vehicle and Traffic Law;

Prepares and assists in the preparation of construction programs and budgets;

Oversees and inspects the work of technical staff performing maintenance on traffic signals, highway signs and markings;

Oversees and participates in the gathering and analysis of traffic accident records, vehicle and pedestrian counts, etc;

Reviews plans prepared by outside contractors;

Assists in the preparation of operating and capital budgets;

Prepares progress reports and estimates for payments to contractors;

Designs and prepares cost estimates for traffic signal installations, building access and parking control systems, pavement marking and traffic signaling projects, etc.;

Reviews the work of a number of sub-professional engineers and other lower level employees;

Prepares reports required by Federal and State agencies for program reimbursement;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

May perform other incidental tasks, as needed.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Thorough knowledge of the provisions of the New York State Vehicle and Traffic Law applicable to traffic control devices; good knowledge of the principles, techniques, and equipment used in traffic engineering; good knowledge of the engineering problems involved in the design, utilization and installation of traffic control devices; good knowledge of computer assisted design, CAD; ability to read, write, speak, understand and communicate in English sufficiently to perform the essential tasks of the position; ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to lay out, supervise and train others; ability to get along well with others; accuracy; reliability; resourcefulness; good judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either (a) a Bachelor's Degree\* in civil engineering or traffic/transportation engineering and four years of field and office experience in traffic/transportation engineering, one of which the primary function of the position must have been the design of traffic/transportation projects and one of which the primary function must have been in construction administration; or (b) a Master's Degree\* in civil engineering with a specialization in traffic engineering or related field and two years of experience in traffic engineering, including the specialized experience described in (a); or (c) a Masters Degree\* in Transportation Engineering and two years experience in traffic engineering, including the specialized experience described in (a); or (d) a satisfactory equivalent combination of the foregoing training and experience as defined by the limits of (a) and (b).

\*SPECIAL NOTE: Education beyond the secondary must be from an institution recognized or accredited by the Board of Regents of the New York State Education Department as a post-secondary, degree-granting institution.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.