

Position Description

JOB TITLE:	Senior Traffic Engineer
JOB TYPE:	Full time position
LOCATION:	Level 28, 459 Collins Street, Melbourne VIC 3000
SUPERVISOR/MANAGER:	Director / Senior Associate / Associate

Key Attributes:

- A desire to continue to develop a rewarding career in the traffic and transport industry.
- Significant experience in a variety of traffic engineering areas, with particular expertise in one or more areas.
- A high level of technical competency in one or more areas.
- The ability to apply sound judgement, professional traffic engineering and transport planning knowledge to all tasks to achieve project outcomes.
- Excellent attention to detail and the ability to prioritise tasks and manage time effectively without direction.
- Excellent written and verbal communications skills.
- Excellent written report writing skills.
- Excellent analytical skills.
- Ability to manage competing tasks and priorities.
- Demonstrated ability to work efficiently against project budgets.
- Commitment to continuing professional development and professional networking.
- A collaborative approach to work and team mentality.
- Well presented, confident and approachable with a reliable work ethic.
- An extremely proactive 'can-do' attitude.
- Ideally also have experience in the following areas:
 - Traffic modelling using packages such as SIDRA and / or VISSIM.
 - Road safety and accessibility audits.
 - Operation, analysis and design of traffic signals and SCATS.
 - Complex transport surveys and analysis of transport data.

Responsibilities & Duties:

A Senior Traffic Engineer is responsible for:

- Managing projects from inception to completion.

- Liaising with clients and other stakeholders.
- Preparing fee proposals for assigned projects.
- Assisting in procuring repeat business from existing clients.
- Assisting in establishing new clients.
- Working effectively within multi-disciplinary teams and to negotiate, influence and secure agreements from government agencies and other stakeholders.
- Assigning, directing, coordinating and supervising work of other professional and technical staff, including staff they have or share responsibility for.
- Assisting in the professional development of junior staff.
- Reviewing work for technical accuracy, quality and adequacy against project requirements.
- Managing multiple projects, work priorities and workloads to deliver on time and budget.
- Liaising with other consultants, and officers of government agencies.
- Presenting at internal meetings, public meetings and other fora.
- Presenting expert testimony at planning panels and VCAT, where appropriate.
- Keeping responsible Manager informed of project progress.
- Assisting in achieving Traffix Group objectives, including marketing activities and business development.
- Ensuring that all work is carried out in accordance with Traffix Group's Health Safety & Environment and Quality policies and procedures.
- Implementing Traffix Group's Integrated Management System (IMS) within your area of responsibility as a project manager or as directed by the project manager.

Specific tasks include, but are not limited to:

- Preparing fee proposals.
- Preparing and/or overseeing the preparation of traffic engineering and transport planning reports.
- Preparing and/or overseeing the preparation of Development Impact Assessments.
- Undertaking complex technical analysis of traffic/transport impacts.
- Analysing traffic and parking data using spreadsheets, SIDRA and other simulation models.
- Preparation of schematic designs of road, intersection and parking layouts.
- Undertaking and/or assisting with Road Safety Audits.
- Undertaking site inspections as required, including work on weekends and after hours, if necessary, for the project.
- Undertaking / supervising traffic surveys as required.
- Undertaking various other tasks as directed by your manager.

Qualifications & Skills:

Qualifications

- Bachelor of Engineering (Civil) or equivalent.

Experience

- 5+ years' experience, preferably in a similar industry or professional services environment.

Skills & Requirements

- Advanced knowledge of Microsoft Office Suite of products (Word, Excel, Powerpoint, Outlook).
- Knowledge of AutoCAD, SIDRA or other simulation models.
- Advanced knowledge of relevant legislation, technical standards and guidelines.
- A current valid Australian driver's licence.
- Appropriate Australian Work Visa.

Performance Goals:

- Complete assigned tasks on time and to a high standard.
- Develop effective working relationships with your team and other members of the business.
- Ongoing development of technical and communication skills.
- Ongoing development of high-level working relationships with internal and external clients and stakeholders during the delivery of projects.
- Ensure compliance with all company policies and procedures.