



Salt Lake County Job Description

Automated Traffic Management Systems Coordinator

DEPARTMENT: Public Works

DIVISION: Public Works Operations/4400

JOB CODE: 119 **GRADE(S):** 14

FLSA STATUS: Non-Exempt

SAFETY SENSITIVE: No

EFFECTIVE DATE: 07/28/2015

JOB SUMMARY

Directs the operation, maintenance, and expansion of the computerized traffic control system used to coordinate Salt Lake County's traffic signal system.

MINIMUM QUALIFICATIONS

Eight (8) years of experience in a closely related field.

Must have valid Utah driver's license.

Possession of a valid commercial driver's license with appropriate endorsements.

Possession of a current DOT Medical Card at the time of hire.

ESSENTIAL FUNCTIONS

The following duties and responsibilities are intended to be representative of the work performed by the incumbent(s) in this position and are not all-inclusive. The omission of specific duties and responsibilities will not preclude it from the position.

Applicants must be prepared to demonstrate the ability to perform the essential functions of the job with or without a reasonable accommodation.

- Directs the design and operation of Salt Lake County traffic signals.
- Coordinates Salt Lake County's computerized traffic control system with UDOT and other outside agencies.
- Supervises the operation of the electronic signal lab.
- Assists and directs the repair of all electronic equipment related to traffic signals.
- Analyzes traffic data using traffic oriented software to evaluate signal timing parameters.
- Ensures timing plans are properly programmed in controllers and/or central computers.
- Assists in training repair personnel for computer system related electronics.
- Assists traffic maintenance crew for emergency and after hours call outs.

KNOWLEDGE, SKILLS AND ABILITIES (KSA)

Knowledge of:

- Computerized traffic signal coordination theory, techniques, communication techniques, mainframe and closed loop applications
- Communication and telemetry techniques used by networks and traffic signals

Skills and Abilities to:

- Communicate effectively both verbally and in writing
- Follow both written and verbal instructions
- Operate specialized electronic test equipment
- Apply engineering principles and techniques to situations and develop and implement solutions to problems
- Coordinate work with other jurisdictions to effectively serve the public and County

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

Work is performed both inside and outside the office in all weather conditions. Must be able to operate a motorized vehicle.

IMPORTANT INFORMATION REGARDING THIS POSITION

Must be on call 24 hours a day in emergency situations.

Revised Date/Consultant's Initials: 07/28/2015 AB