

JOB ROLE STATEMENT

TRAFFIC TECHNICAL SERVICES MANAGER (POLICIES AND TECHNICAL SERVICES) LEVEL 7

DIRECTORATE NETWORK OPERATIONS
BRANCH TRAFFIC MANAGEMENT SERVICES POSITION NO P0063015

KEY RESPONSIBILITIES

Manage a range of specialist technical services relating to the application of Main Roads traffic policies and guidelines that impact on the safe performance and operation of the road network.

KEY DELIVERIES

Traffic Policy, Guidelines and Application

- Manage the review of regulatory applications for signs, lines and traffic signals, speed limits for Main Roads and Local Government roads and recommend actions as appropriate.
- Manage the development, review and improvement of Main Roads operational guidelines for traffic policies, processes and standards.
- Manage speed zoning activities including investigations, speed limit recommendations and speed zoning trials.
- Manage the application, inspection or enforcement of guidelines relating to roadside advertising guide, tourist and services signs.
- Manage the application of “Vulnerable Road Users” policies, guidelines and activities including pedestrian and children crossings, cycling and disability access.
- Develop operational guidelines for assisting with the application of standards and policy directions set by National bodies.

Leadership and Management

- Understand and align work activities to Directorate’s strategic direction.
- Support and make decisions in line with corporate policy and practice.
- Manage financial, technological, physical and other resources within agreed allocations to achieve agreed outcomes.
- Manage employee behaviour, performance and development.

Stakeholder Relationships

- Build and enhance collaborative working relationships with all stakeholders, particularly local government agencies.
- Provide an expert advisory service relevant to the application of traffic policies and standards.
- Liaise with key internal (i.e. Regions) and external stakeholders to ensure consistent application of traffic policies and standards.
- Represent Main Roads on traffic related committees and working parties.
- Manage the provision of customer advice and responses to ministerial enquiries, media contacts and community matters.

SAFETY, HEALTH AND WELLBEING (SHW)

Responsible for active participation and performance to SHW standards as detailed by the Main Roads’ Safety, Health and Wellbeing (SHW) Management System - refer to “SHW Roles and Responsibilities Procedure” on ‘iRoads’ intranet.

LOCATION

Main Roads is a regionalised organisation with key delivery centres operating from the Kimberley to the Great Southern regions, including the metropolitan area. The incumbent of this position may be required to undertake a role in a region for a period of time.

DYNAMIC RESOURCING

The incumbent of the position may be required to perform any other role within the incumbent’s level of skill, competence and responsibility as directed by the Managing Director of Main Roads to meet the organisation’s objectives and the incumbent’s development.

REPORTING RELATIONSHIPS

This position reports to:

(A) TITLE AND LEVEL		POSITION NO
MANAGER TRAFFIC MANAGEMENT SERVICES	LEVEL 8	P0062851

TRAFFIC TECHNICAL SERVICES MANAGER (POLICIES AND TECHNICAL SERVICES) LEVEL 7

POSITIONS UNDER DIRECT SUPERVISION

List the position numbers, titles and levels of positions directly supervised

TITLE and LEVEL

Technical Services Co-ordinator (x3)

LEVEL 6

ALL POSITIONS UNDER CONTROL

State number of positions only

POSITION No

CATEGORY

NUMBER

Salaried

Up to 8

TOTAL

Up to 8

SELECTION CRITERIA

ESSENTIAL:

- Comprehensive skill, knowledge and experience in:
 - development, application and review of traffic service policies and guidelines
 - traffic engineering principles and practices including traffic planning, investigation and design
 - managing financial, technological, physical and other resources within agreed allocations to meet agreed outcomes
 - managing employee behaviour, performance and development
 - building and enhancing stakeholder relationships
 - negotiation and facilitation
- Knowledge of:
 - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity
- Possession of a current Western Australian 'C' Class (car) motor vehicle drivers licence or an approved equivalent.

DESIRABLE:

- A Degree in Engineering.

CERTIFICATION

1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE

Albert Syme
BRANCH/SECTION HEAD

DATE

22nd Oct 2015

2. The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

SIGNATURE

Tom Howle
EXECUTIVE DIRECTOR

DATE

28th Oct 15

3. The details contained in this document have been reviewed and conform to Main Roads guidelines.

SIGNATURE

M. Willey
MANAGER HR BUSINESS

DATE

28/10/15