

# JOB ROLE STATEMENT

## TRAFFIC OPERATIONS OFFICER LEVEL 3

**DIRECTORATE** NETWORK OPERATIONS  
**BRANCH** REAL-TIME TRAFFIC OPERATIONS

**CATEGORY 1**  
**POSITION NO** VARIOUS

### KEY RESPONSIBILITIES

Within Main Roads Road Network Operations Centre (RNOC), monitor and optimise safety and efficiency of 'real time' road traffic flow on the metropolitan road network.

### KEY DELIVERIES

#### Traffic Operations

- Monitor and adjust 'real time' traffic flow using the Intelligent Transport System devices, including:
  - recording incident activities using the Web based Emergency Operation Centre (WebEOC) logging system
  - real time incidents and reporting
  - preparing and implementing SCATS runs for specified routes and vehicle movements
  - traffic flow and adjusting traffic signals for special events
  - variable message signs (VMS)
  - reporting network performance
  - closed circuit TV

#### Incident Response

- Assess and respond to the impact of traffic incidents on the road network.
- Liaise with Traffic Operations Supervisors and internal and external stakeholders, which include Emergency Response Agencies, and coordinate traffic incident response services
- Provide support to Traffic Operations Supervisors with the development and implementation of emergency traffic management response plans.
- Provide support for 'real time' incident management reporting.

#### Stakeholder Relationships

- Act as first point of call for Emergency Services and other Agencies responding to traffic and incident management.
- Provide traffic reports to the Main Roads Real-Time Media team.

### 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 any of the regions 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**  
TRAFFIC OPERATIONS SUPERVISOR

LEVEL 5

**POSITION NO**  
P0062885 OR P0062886 OR P0062887

## TRAFFIC OPERATIONS OFFICER LEVEL 3

**POSITIONS UNDER DIRECT SUPERVISION**

**ALL POSITIONS UNDER CONTROL**

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

State number of positions only

TITLE and LEVEL	POSITION No	CATEGORY	NUMBER
TOTAL			

**SELECTION CRITERIA – SHOULD BE ADDRESSED IN THE CONTEXT OF THE ROLE**

**ESSENTIAL:**

- Skill, knowledge and experience in:
  - traffic and incident management
  - investigation, analysis and problem solving in demanding situations
  - working in a team based environment
  - building and enhancing stakeholder relationships
  - written communication
  - use of computers and their applications
- Knowledge of:
  - the Perth metropolitan road network
  - policies and practices on Occupational Safety and Health, and on EEO, diversity and equity

**DESIRABLE:**

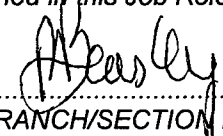
- A Certificate in Traffic Management.

**Appointment to this role is also subject to:**

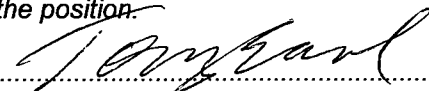
- applicants ability and willingness to undertake rostered work shifts
- obtaining a current police clearance prior to appointment
- successfully passing Pre-employment Medical test prior to appointment

**CERTIFICATION**

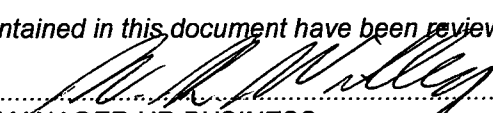
1. The details contained in this Job Role Statement have been reviewed and conform to Main Roads guidelines.

SIGNATURE  DATE 6/9/19  
BRANCH/SECTION HEAD ..

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

SIGNATURE  DATE 6/9/19  
EXECUTIVE DIRECTOR ..

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

SIGNATURE  DATE 6/9/19  
MANAGER HR BUSINESS ..