

## JOB ROLE STATEMENT

### TRAFFIC SERVICES OFFICER LEVEL 5

**DIRECTORATE** NETWORK OPERATIONS  
**BRANCH** TRAFFIC MANAGEMENT SERVICES **POSITION NO** VARIOUS

#### KEY RESPONSIBILITIES

Investigate, review and propose solutions to complex traffic management and road safety issues. Provide a point of contact for the public and agencies for complex traffic matters. Provide specialist technical support in implementing relevant policies, practices and guidelines.

#### KEY DELIVERIES

##### Traffic Engineering

- Investigate, review and respond to complex traffic efficiency and road safety queries and requests relating to traffic signals, signage and pavement markings in accordance with relevant guidelines and policies.
- Capture and maintain records and databases for the road network.
- Build, review and analyse traffic models using industry standard software.
- Monitor the efficiency and safety of the road network and investigate and propose improvements for inclusion in the Traffic Improvement Program.
- Review Development Applications (DAs) for complex traffic and safety issues and prepare appropriate responses.

##### Management

- Engage and manage consultants and contractors, as required.
- Arrange for the implementation of minor improvements including traffic signals, signs and pavement marking.
- Provide specialist technical support in training to develop other Main Roads and Local Government Officers.

##### Stakeholder Relationships

- Build and enhance professional working relationships with internal and external stakeholders.
- Attend and contribute to meetings and consultations/negotiations with State and Local Government, other agencies and traffic engineering professionals on traffic management and road safety matters.
- Draft correspondence addressing stakeholder enquiries on complex traffic management and road safety 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	LEVEL 6	POSITION NO
TRAFFIC SERVICES CO-ORDINATOR		VARIOUS

# TRAFFIC SERVICES OFFICER LEVEL 5

**POSITIONS UNDER DIRECT SUPERVISION**

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

**ALL POSITIONS UNDER CONTROL**

State number of positions only

TITLE and LEVEL

POSITION No

CATEGORY

NUMBER

Salaried, Wages

TOTAL

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

- Considerable skill, knowledge and experience in:
  - traffic engineering principles and practices including traffic safety, design and planning
  - traffic modelling
  - traffic investigations, analysis and problem solving
  - building and enhancing stakeholder relationships
  - written communication, report writing
- Knowledge of:
  - Western Australian road and traffic legislation
  - projects and contract management
  - policies and practices on Work Health and Safety, and on EEO, diversity and equity
- Possession of a current Western Australian 'C-A' Class (car) motor vehicle drivers' licence or an approved equivalent.

**DESIRABLE:**

- A Diploma in Engineering or other relevant discipline.

**CERTIFICATION**

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

SIGNATURE

BRANCH/SECTION HEAD

DATE

18/10/2020

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

SIGNATURE

EXECUTIVE DIRECTOR

DATE

18/10/22

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

SIGNATURE

MANAGER HR BUSINESS

DATE

20/10/22