

Exhibit "A"

City of Redondo Beach Approved: May 17, 2022
Class Specification Resolution: CC-2205-028



**CITY OF REDONDO BEACH
CLASSIFICATION SPECIFICATION**

TITLE: TRANSPORTATION ENGINEER

DEFINITION:

Under the direction of the City Engineer and/or designee, performs administrative, professional and technical traffic engineering and transportation planning duties in the specialized job category in the Engineering Services Division; act as team leader on a variety of design and construction projects, evaluating the work of team members to be designated in management class, and to be exempt from coverage under the Fair Labor Standards Act.

EXAMPLES OF DUTIES, RESPONSIBILITIES AND EXPECTATIONS:

The listed tasks are essential for this position and may include, but are not limited to the following:

- Plans, organizes, participates in, and directs professional and technical staff engaged in a variety of transportation-related engineering projects and tasks including, but not limited to, location, design, and construction of traffic signal improvements and all other traffic related projects
- Supervises and participates in the development of project request for proposals, data collection, and field investigations involving speed limits, intersection configuration, pedestrian walkways, bike paths, parking and loading zones, and other traffic related issues
- Implements traffic-calming measures
- Manages and processes grant-funding acquisitions for transportation projects
- Acts as liaison to the Public Works Commission
- Conducts neighborhood meetings
- Prepares and presents staff reports, attends weekly and monthly regional meetings for City-related traffic/transportation issues, and provides regular updates on transportation projects in the City and the South Bay

- Responds to citizens' requests, complaints, and concerns about traffic/transportation issues
- Interacts closely with the Police and other City departments
- Prepares plans, specifications, and cost estimates for traffic signal improvements and other traffic related projects, as a prerequisite to obtaining funds from County, State and Federal sources
- Develops and prioritizes street pavement and traffic signal improvement projects for the five-year capital improvement program
- Assists in preparation and representation on legal cases
- Prepares reports and other documents as needed
- Operates motor vehicle in the performance of duties
- Provides effective leadership to accomplish the administrative objectives of the City Manager and the policy goals of the City Council
- Conducts regular performance evaluations of personnel, giving frequent and specific feedback about personnel performance; holding employee accountable for doing their jobs and celebrating accomplishments and successes
- Delivers responsive and effective internal and external customer service while solving problems and proactively creating sustainable solutions to issues
- Conducts duties, responsibilities, tasks and assignments with a constructive, cooperative, positive, professional attitude and demeanor
- Supports the City's mission, goals, policies and objectives
- Supports the City's corporate values of: openness and honesty; integrity and ethics; accountability; outstanding customer service; teamwork; excellence; and fiscal and environmental responsibility
- Performs other related duties as required

CLASSIFICATION:

The position is exempt from coverage under the Fair Labor Standards Act (FLSA) regulations.

QUALIFICATIONS:

This position requires:

Knowledge of: Engineering principles and practices and applicable scientific fields relating to professional practice of engineering and construction practices; considerable knowledge of management and administration, including the principles and practices of effective supervision, training and performance evaluation; knowledge of funding regulations from Federal, State, County and other sources; comprehensive knowledge of

State Vehicle Code; knowledge of other Federal, State, County, and local traffic regulations, enforcement, and transportation control systems, Brown Act rules and regulations governing public agency meetings.

Ability to: Plan, organize and direct large and complex engineering projects; present ideas clearly and concisely, orally and in writing; analyze and administer projects; develop, train, and supervise staff; establish and maintain effective working relationships.

Education and Experience: Bachelor of Science degree in Civil Engineering, Traffic Engineering, or a closely-related field; registration with the State of California as a Civil Engineer; registration as a Traffic Engineer is highly desirable. A minimum of four years of progressively responsible traffic engineering experience, including at least one year in a supervisory capacity, is required.

Other: Possession of valid Class "C" California Driver License is a condition of employment for those appointed to this class.

In addition, this position requires computer literacy with knowledge in the use of Microsoft Office; the ability to communicate using email programs; and an understanding of and adherence to City policies for information technology.

The position's expected competencies are sound decision-making skills; critical thinking ability; problem solving and innovation skills; drive for results; analytic skills; interpersonal, customer service and diplomatic skills; and ethical conduct.

The position requires meeting the physical employment standards for the job classification.

PHYSICAL, MENTAL AND ENVIRONMENTAL WORKING CONDITIONS:

Work is performed mostly in office settings; driving to locations and some outdoor work is required; hand-eye coordination is necessary to operate drafting instruments, computers and various pieces of office equipment.

HISTORY:

Approved by: Resolution No. CC-0306-59, June 17, 2003
Resolution No. CC-0407-68, July 6, 2004