

**CITY OF FONTANA
STRATEGIC TRANSPORTATION ENGINEERING MANAGER**

DEFINITION: Under general direction, plans, organizes and supervises professional and technical operations related to strategic short and long range transportation matters affecting the City. Represents the City on regional transportation issues.

ESSENTIAL FUNCTIONS: The incumbent must have the ability to:

- Plan and develop the City's strategic efforts related to circulation, transit, and transportation plans/systems.
- Formulate policy and make recommendations regarding City circulation, transit, and transportation goals and strategies.
- Represent and negotiate the City's interests within both the public (including local, regional, state, and federal levels) and private sector on circulation, transit, and transportation issues.
- Monitor and evaluate legislation pertaining to land use, transit and transportation planning.
- Monitor, evaluate, and pursue appropriate funding opportunities pertaining to circulation, transit, and transportation needs on behalf of the City.
- Organize and conduct research and analyze data gathered; plan, outline, and develop traffic and transportation studies; draw sound conclusions from the data collected, and prepare reports with appropriate recommendations.
- Manage multiple, large and complex circulation, transit, and transportation engineering projects including the supervision of professional, technical and consulting staff.
- Ensure compliance with Federal, State and local rules, laws and regulations.
- Analyze problems, identify alternative solutions, and implement recommendations in support of goals.
- Develop departmental budgetary information for proposed projects; administer, coordinate and monitor budgets for assigned projects.
- Prepare and maintain comprehensive records, prepare project progress reports, technical reports and recommendations.
- Provide direct supervision to professional and technical staff; participate in recommending the appointment of personnel; provide or coordinate staff training; and work with employees to correct deficiencies.
- Communicate clearly and concisely, both orally and in writing, to technical as well as non-technical individuals.
- Establish and maintain cooperative working relationships with those contacted in the course of work.
- Perform any other tasks or functions deemed necessary to daily operations of the employer.

THE ABOVE LIST OF ESSENTIAL FUNCTIONS IS NOT EXHAUSTIVE AND MAY BE SUPPLEMENTED AS NECESSARY BY THE EMPLOYER.

WORKING CONDITIONS: Position requires prolonged sitting, standing, walking, reaching, twisting, turning, kneeling, bending, squatting, and stooping in the performance of daily activities. The position also requires grasping, repetitive hand movement, and fine coordination in preparing reports using a computer keyboard. Additionally, the position requires near and far vision in reading written reports and work related documents. Acute hearing is required when providing phone and counter assistance. Some local travel may be necessary to attend meetings with local, regional, state and federal agencies.

EXPERIENCE AND TRAINING GUIDELINES

A combination of experience and training that would provide the required knowledge and abilities is qualifying. The incumbent must have knowledge of:

- Principles and practices of transportation engineering, with particular emphasis on long-range planning and capital improvement programs.
- Pertinent Federal, State and local laws, codes and regulations.
- Current trends in federal, state, regional, and local circulation, transit, and transportation planning.
- Recent developments, current literature and sources of information regarding transportation engineering.
- Principles and practices of budget preparation and administration.
- Principles and practices of project management.
- Principles and supervision, training and performance evaluation.
- Principles and practices of grant administration.

EXPERIENCE: Five years of increasingly responsible professional transportation engineering which included two years of lead supervisory and project management responsibility.

TRAINING: Equivalent to the completion of a Bachelor's degree from an accredited college or university with major coursework in transportation engineering or a closely related field.

LICENSES/CERTIFICATION: Possession of, and continuously throughout employment, a valid CA driver's license.