

CLASS TITLE: TRAFFIC INVESTIGATOR II

PURPOSE OF THE CLASSIFICATION: Under general supervision is responsible for supervising, compilation, and review of traffic engineering data, and other related assigned duties.

ESSENTIAL TASKS:

- Assigns, supervises, and reviews the work of a small crew of subordinates engaged in traffic data surveys
- Keeps records and analyzes data collected from traffic studies and other investigations making recommendations
- Formulates layout of roadway markings and pre-marks roads for striping
- Coordinates and reviews citizens requests investigating complaints pertaining to traffic control, flow, and safety, and makes appropriate recommendations
- Purchases computer software and hardware and provides computer support to employees
- Developed and implemented autocad traffic count mapping system and sign atlas
- Trains new employees

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

QUALIFICATIONS:

Training and Experience: Graduation from an accredited college or university with an Associate's degree in computer science or a related field; and three (3) years of experience in securing information of a technical or engineering nature; or an equivalent combination of training and experience, per Personnel Policies and Procedures, Section 128.

Knowledge, Abilities and Skills: Good knowledge of basic mathematics; good knowledge of the laws ordinances, rules and regulations related to the control of traffic; and good knowledge of the geography of the city. Ability to plan and supervise the work of subordinates; ability to compile and tabulate data, and prepare reports from this information; ability to analyze software that could be used for traffic engineering; and ability to understand and influence the behavior of others within the organization, customers, or the public in order to achieve job objectives and cause action or understanding.

Physical Requirements: Physical requirements include arm and hand steadiness and finger dexterity enough to use a keyboard and telephone; may be subject to walking, standing, sitting, reaching, balancing, bending, kneeling, smelling, and twisting; and vision, speech, and hearing sufficient to perform the essential tasks.

Licenses and Certificates: Possession of a valid Oklahoma Class "D" Operator's License-

WORKING ENVIRONMENT: Working environment is primarily indoors and occasionally outdoors and in inclement; and requires some travel to various locations for testing.

Class Code: 3553

EEO Code: N-03

Pay Code: OT-18

Group: Engineering, Planning and Technical

Series: Subprofessional Engineering and Technical

Effective date: October 19, 2016