



MANAGER, TRANSPORTATION (Exempt)

Job Description Under Review

Competition #: 110-COV-21

Closing Date: October 10, 2021

Reporting to the Director, Community Infrastructure and Development, this position provides in-house expertise in the field of transportation and road safety and is responsible for the short and long term management of the transportation network to enable the safe and efficient movement of people and goods.

Duties:

- Performs transportation and road safety planning and engineering including corridor management, transportation plans, policies and programs including liaising with Ministry of Transportation and Infrastructure as required.
- Manages the operational and financial aspects of the transit network working with BC Transit. Works with other local authorities and BC Transit to implement the 25 Year Transit Future Plan and undertake periodic updates of the plan. Chairs the regional transit working group meetings.
- Prepares and manages the annual budgets for the Transportation Department and the conventional and custom transit system.
- Provides direction on the design and implementation of the transportation related aspects of municipal works and capital projects, neighbourhood traffic management measures and transit infrastructure.
- Oversees and manages the development of computer modelling of the City's transportation network.
- Reviews and approves as necessary the design layout and safety improvements for roads, intersections, street markings and traffic control signs, specifications for traffic control equipment, and signal designs completed by staff or consultants. Oversees and provides professional guidance for the Transportation Planner, Transportation Technician, Active Transportation Coordinator and temporary staff as required, including staff development and performance management.
- Directs staff regarding the priorities for undertaking traffic surveys including traffic movement and control, collision analysis, safety, parking and related concerns.
- Participates in preparing and revising the annual Capital Works Budget to meet Council and City infrastructure priorities.
- Assumes a leadership role in the development and delivery of Divisional goals and objectives to support the attainment of Council's vision and strategic plan.

- Actively participates in the Division management team.
- Periodically performs the duties of the Division Director, as required.
- Assists other departments in preparing funding mechanisms including Works Contribution Agreements, Local Service Areas and Development Cost Charges.
- Revises the transportation related sections of the Subdivision and Development Servicing Bylaw and the transportation projects in the Development Cost Charge Bylaw to ensure they are consistent with good transportation practice and promote good development practices.
- Is the staff liaison for the Transportation Advisory Committee. Chairs or assists with public meetings related to municipal transportation or other City initiatives.
- Directs the review of the transportation related aspects of large scale or complex building permit applications and engineering design drawings of proposed developments for compliance with City standards and bylaws.
- Directs the review of the transportation related aspects of road right of way and special event permits.
- Meets with developers, contractors, staff and the general public to discuss projects and provide direction and recommendations in accordance with development requirements and City standards.
- Meets with Ministry of Transportation and Infrastructure, BC Transit, ICBC and other regional and national government bodies to develop and implement transportation strategies that have a local or regional impact.
- Performs other related duties as required.
- All persons employed by the City of Vernon will be required to assist the City in providing emergency services. Duties assigned during an emergency may differ from regular duties.

Required Education and Experience:

- Bachelor's degree in Civil Engineering or a related scientific field from an accredited university or technical institute.
- Eligible for registration with EGBC as a Professional Engineer or Limited Licence Engineer, specialising in Transportation.
- Qualified in the field of road safety engineering/collision prevention and road safety audits.
- Minimum eight years of experience in municipal transportation.
- BC Driver's Licence, Class 5.
- An equivalent combination of related education and experience may be considered.

Required Knowledge, Skills and Abilities:

- Communication skills and interpersonal skills to establish and maintain effective working relationships with internal and external contacts.
- Comprehensive knowledge of design concepts related to municipal transportation.
- Comprehensive knowledge of municipal, provincial and federal regulations related to land and infrastructure development.

- Comprehensive knowledge and skill with the latest version, Microsoft Office or other applicable software programs and ability to use AutoCAD.
- Demonstrated ability to co-ordinate design and construction projects.

Preferred Education and Experience:

- Association with and/or knowledge of Transportation Association of Canada, Institute of Transportation Engineers and Canadian Association of Road Safety Professionals is an asset.
- Registered with EGBC as a Professional Engineer or Limited Licence Engineer, specialising in Transportation.

TO APPLY:

Please submit your resume, quoting the appropriate competition number to: Human Resources, City of Vernon, using **one** of the following methods:

- Online at www.vernon.ca (In MS Word or PDF Format) or
- By Fax: (250) 550-3551

Internal applicants are asked to complete the *Internal Application Form* located on Jostle and forward this along with a resume.

By making application, you are authorizing the City of Vernon to verify, through whatever means deemed appropriate, any information included in your applicant profile.

The City of Vernon wishes to thank all applicants; however, only those candidates selected for an interview will be contacted. No phone calls please!