



Transportation Engineering Technologist

The Opportunity

The Town of Grimsby is committed to building a future that welcomes innovative new ideas while protecting and preserving its distinct heritage. It is a place where leaders are committed to sustainability and honouring Grimsby's treasured natural setting. Grimsby has become a sought-after community where residents enjoy waterfront living, historic neighbourhoods, active living, and world class natural amenities. It is conveniently located in the Greater Toronto and Hamilton Area (GTHA) in a region that is home to Niagara wineries, agriculture, cuisine, and internationally recognized attractions.

The Portfolio

Reporting to the Manager of Infrastructure Engineering and taking direction from the Senior Transportation Engineering Technologist, the Transportation Engineering Technologist is responsible for assisting with planning, designing, and general administration of the Town of Grimsby's transportation systems, including roads, sidewalks, trails and parking lots and the associated traffic control / safety devices including traffic signals, signage, pavement markings and streetlights. The Transportation Engineering Technologist is also responsible for undertaking technical analysis, providing technical recommendations, preparing reports, coordinating and administering various transportation related projects.

The Candidate

As a candidate for this position, you have an advanced degree or diploma in Transportation Engineering or a related field. You possess a Certified Engineering Technologist (C.E.T.) designation and are a good standing member of the Ontario Association of Civil Engineering Technologists and Technicians (OACETT). You have three (3) years of recent related experience in transportation engineering including traffic data collection and analysis, road safety audits, support of traffic calming initiatives, active transportation policy implementation, and road design and construction administration.

Working for the Town of Grimsby

The Town of Grimsby offers candidates for this position a competitive employment package that includes an annual salary between **\$71,331 and \$86,785** and a comprehensive benefits plan. The Town supports the health and wellness of our employees; a commitment that is demonstrated through free access to Town recreation facilities for employees and flexible working arrangements.

How to Apply

If you are excited by this opportunity, we are excited to hear from you!

We invite you to submit your application to hr@grimsby.ca by **October 18, 2024, at 4:30 PM**. Please quote the posting number in the subject line. A full job description can be found below.

Posting #: 64-2024

We thank all applicants for their interest, however only those selected for an interview will be contacted.

Consistent with our values and corporate culture, the Town of Grimsby is an equal opportunity employer committed to providing an inclusive, barrier-free recruitment and selection experience, and work environment. The Town of Grimsby will accommodate the needs of applicants under the Human Rights Code and Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the recruitment process up to the point of undue hardship. If you require accommodations, please contact Human Resources (hr@grimsby.ca) to make appropriate arrangements.

The Town of Grimsby may use AI (Artificial Intelligence) in the recruitment process. Personal information collected will be used in accordance with the Municipal Freedom of Information and Protection of Privacy Act for the purpose of candidate selection.

Be advised that the Town of Grimsby's Human Resources department frequently audits resumes of internal and external applicants to validate the accuracy and trustworthiness of information provided. Falsification of information provided at any time throughout the recruitment process may result in disqualification. Internal applicants may be subject to discipline up to and including termination.



JOB POSTING

Transportation Engineering Technologist

Public Works Department

Duties and Responsibilities:

1. Transportation Engineering and Road Safety Technical Support (85%)

- 1.1 Reviews or prepares various transportation engineering related technical documents (e.g. reports, drawings, specifications, cost estimates, agreements, requests for proposal, etc.) while ensuring compliance with town standards, policies and by-laws and industry standards and best practices.
- 1.2 Performs various transportation related field operations (e.g. inspections, investigations, technical surveys, data collection, etc.) and provides analysis towards safety and performance in relation to town standards, policies and by-laws and industry standards and best practices.
- 1.3 Attends site meetings with consultants, suppliers, contractors and members of the public to communicate issues, work progress, etc.
- 1.4 Assists the Senior Transportation Engineering Technologist with change orders, payment certificates, invoices, etc. and makes recommendations to their supervisor regarding payment.
- 1.5 Prepare work orders relating to transportation assets (e.g. signs, paint marking, safety devices, etc.) for assignment to the Operations Division and provide technical guidance and direction as may be required.
- 1.6 Utilizes various transportation engineering related software and databases, providing data entry, manipulation and analysis.
- 1.7 Prepares drawings, pictures, maps, charts, spreadsheets and various types of presentation materials using Microsoft Office Suite products, AutoCAD and ArcGIS.
- 1.8 Assists the Senior Transportation Engineering Technologist in preparing for Public Works Committee (PWC) meetings, including reviewing agendas, preparing reports, providing technical advice and support to advancement of PWC business.
- 1.9 Receives and answers technical and policy related inquiries and/or liaises with Council, the public, developers, contractors, consultants, municipal and other government agencies.

2. Corridor Management and Permits (10%)

- 2.1 Applies engineering principles, technical knowledge and skills with respect to the administration of the permit program for municipal consent for works within the Town's existing road right of ways. Permits may include
 - a) New driveway entrances.
 - b) Temporary road occupancies.
 - c) Heavy vehicles/loads.
- 2.2 Uses various civil engineering related software and databases, providing data entry, manipulation and analysis.

- 2.3 Provides backup coverage and support to other areas of the Engineering section as assigned, performing various tasks such as plan review, municipal servicing permits, utility permits, site inspections, etc.

3. Other (5%)

- 3.1 Works in a safe manner in accordance with the Occupational Health and Safety Act, associated regulations, other applicable legislation, Town by-laws, policies, procedures, and guidelines.
- 3.2 Other related duties, as assigned.
- 3.3 The incumbent may be required to use their personal vehicle to travel to Town facilities, meetings, events, etc.
- 3.4 The incumbent must maintain the ability to travel in a timely manner to Town facilities, other offices, work locations or sites as authorized by the Corporation for business reasons.

The successful candidate will possess the following:

Education

- Advanced diploma or degree in Transportation Engineering, or a related field.

License, Registration and Training

- Certified Engineering Technologist (C.E.T.)
- Good standing member with the Ontario Association of Civil Engineering Technologists and Technicians (OACETT).
- Valid and unrestricted Class “G” driver’s license with access to reliable transportation and be able to travel to various work locations across the Town.

Experience

- Three (3) years of recent related experience in transportation engineering which may include traffic data collection and analysis, road safety audits, support of traffic calming initiatives, active transportation policy implementation, and road design and construction administration,
- Experience applying and interpreting transportation related legislation and technical documents, including the Highway Traffic Act, traffic-related by-laws, the Manual of Uniform Traffic Control Devices and the Ontario Traffic Manual.

Knowledge/Skills/Abilities

- Working knowledge of relevant statutes, regulations, policy statements, processes, by-laws, standards and best practices applicable to transportation engineering.
- Knowledge of occupational hazards pertaining to public works maintenance, engineering and construction work and of effective safety control and precautionary methods.
- Ability to analyze and solve complex problems, recommend innovative and practical solutions, and mediate conflicting interests.
- Demonstrate ethical conduct, political sensitivity, discretion, integrity, and reliability.
- Listen, engage and interact skillfully and professionally with customers, developers, stakeholders and the public.
- Proficient with various forms of traffic software (Synchro/Sim Traffic, HCS, etc.).
- Proficient with Microsoft Office Suite (Word, Outlook, Excel, Access, etc.).

- Proficient with AutoCAD and ArcGIS or similar types of software.
- Good understanding of construction documents, drawings, and specifications.
- Good organizational skills.
- Ability to work independently and effectively with others as part of a team.
- Ability to handle competing time constraints, priorities and deadlines.
- Strong written and verbal communication and interpersonal skills.

A combination of education, training, and experience may be considered.