

POST & BID POSITION ANNOUNCEMENT
Bargaining Units 1, 4 and 11

1. Reference #: 03-6-163 2. Position Number: 903-350-3175- 3. Date of Posting:
4. Classification: Transportation Engineering Technician 5. Salary Range: \$3,262 - \$4,766
6. Pay Differentials That Apply To Position: May apply
7. Working Hours Of Position: _____
8. District/Division: Traffic Operations Section: Office of TMC RTMC-0396 Geographic Location: Rancho Cordova
(If selected and the position requires a relocation, the Department will NOT provide relocation assistance.) *Determination for relocation will be made by Hiring Supervisor.*

9. **Specific Qualifications and Requisite Skills Required:** (Attach a separate sheet if additional space is needed.)

- A. Minimum Qualifications per the Classification Specifications (BU1 & 4 only) (Education and or Experience):
<http://www.dpa.ca.gov/textdocs/specs/s3/s3175.txt>
- B. Technical & Professional Skills & Abilities:
Under general supervision from the Branch Chief of Transportation Management, a Senior Transportation Engineer, and lead direction from a Transportation Engineer, Civil, the incumbent works in the Rancho Cordova Transportation Management Center (RTMC), observing and monitoring current traffic conditions for the safety of the public. The RTMC is a 24 hour facility, and during the absence of the Dispatcher-Clerk Supervisor, the incumbent will be expected to provide lead guidance to staff during traffic emergencies and on shifts occurring outside of normal business hours, and to consult with the Supervisor and/or Lead for direction needed during such instances.
This position is only available to candidates that successfully pass the Department of Justice background check. The incumbent will also be required to sign CHP form 101A annually.
- C. License and/or Certification Requirements: N/A
- D. Physical Abilities to Perform Essential Functions:
Incumbent may be required to sit for prolonged periods of time using a keyboard and video display terminal. Incumbent must remain alert and calm while working as a member of a team monitoring traffic conditions and observing traffic flow and patterns. Emergency procedures must be followed exactly when vehicle accidents are reported. The employee will experience peak work load during incidents, and must be able to multi-task. Remaining calm during emergency situations is critically important. Because of working with a team, and working in emergency situations, the incumbent must be positive, friendly, and diplomatic on the job.
- E. Other Departmental Requirements:
The incumbent will work inside a closed climate controlled room under artificial lighting in a locked and secure building. The incumbent will be required to work overtime, irregular shifts/alternate work schedule, including nights, holidays and weekends; may be required to work temporary and/or intermittent varied work shifts and required to respond to emergency situations and calls.
- F. Duty Statement/Description of Duties: See Duty Statement

10. Final Date and Time for Receiving Bid:

11. Where to Obtain Bid Form: <http://www.dot.ca.gov/hq/jobs/postandbid/postandbidmain.htm>

11. Submit Bid to:

Name: Pamela Swan
Address: 703 'B' Street, Marysville, CA 95901
Telephone Number: (530) 741-5325
E-mail Address: pamela.swan@dot.ca.gov

12. Window period employee must be available for contact (Unit 1&4 Only): From: _____ To: _____
(If selected, you must report in no less than 14 calendar days unless agreed otherwise by current and hiring supervisor and start date must be within 30 calendar days.)

13. Expected Reporting Date To Position (Unit 11 Only): Within two weeks of job offer

14. (If selected, you must report on the reporting date above unless agreed otherwise by current and hiring supervisor.)

Post and Bid Tracking Summary

Proposed Method of Filling

Post & Bid: Open Hire: _____ Exception*: _____

Position Information

Ref/PARF #: 03-6-163 Position #: 903-350-3175-XXX
 Class Title: Transportation Engineering Technician Bargaining Unit: R11
 Date Received: _____ Location: Rancho Cordova
 Date Posted: _____ Supervisor Name Dean Campbell
 Final File Date: _____ HR Analyst: Monica Grandmont

Selection Result

Number of Eligible Bidders _____ Number of Ineligible Bidders _____
Successful Bidder:
 Name: _____ MSS: _____
 Current Class: _____ Current Location: _____
 Accepted Date: _____ Start Date: _____

Bidder Declined Position: _____ Date of Decline _____

Bidder Declined Position: _____ Date of Decline _____

Dispute/Grievance Filed: Yes No **Outcome:** Upheld Denied

Final Method of Filling Position: Post & Bid Open Hire Exceptions*

Additional Information:

*Exceptions to Post and Bid Process include: Mandatory Reinstatement (MR), Injured Worker (QIW), Reasonable Accommodation (RA), Hardship Transfer (HT), SROA/Surplus (SROA), Promo in Place (PIP), Management Re-Assignment (MRA), etc. These exceptions do not count as part of the 50/50 ratio for Bargaining Units 1 and 4.

Distribution: Post & Bid Liaison, Labor Relations