

INSTRUCTIONAL FORM

Attachment B

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

1. Reference #: 10-3-035 2. Position Number: 910-366-3175-001 3. Date of Posting: August 21, 2012
4. Classification: Transportation Engineering Technician 5. Salary Range: \$3262 - \$4766
6. Pay Differentials That Apply To Position: May Apply
7. Working Hours Of Position: M-F 0700-1530
8. District/Division: 910/366 Section: Traffic Management/Traffic Management Team Geographic Location: Stockton
(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):
HR - Insert link to SPB Classification Specification

B. Technical & Professional Skills & Abilities:

Incumbent shall operate a State-issued vehicle and truck-mounted changeable message sign unit that utilizes an on-board computer during Major Incidents, Planned Lane Closures, or Special Events. Display pertinent traffic-related messages on a truck mounted changeable message sign, operate and position vehicle adjacent to live traffic, and perform traffic counts as directed by the TMT Engineer. Be available (on call) to respond to Major Incidents, Special Events, and Planned Lane Closures in the field, 24 hours a day, 7 days a week, including normal work hours and weekends during the year. Receive and respond to phone calls at all hours requesting for immediate assistance. Incumbent shall be required to hook up, tow, and setup portable message sign trailers or Highway Advisory Radios on freeway shoulders and other locations as directed by the TMT Engineer. With an approved Vehicle Home Storage Permit, incumbent shall drive the assigned TMT changeable message sign truck to and from work every day, provide off-street, secure parking and use the vehicle for normal day-to-day operations. The TMT vehicle shall not be transferred to, or used by other non TMT personnel. Utilize two-way radio system to communicate with the Transportation Management Center (TMC), TMT personnel, Construction, and Maintenance personnel as necessary.

Incumbent shall report to Planned Lane Closures and Special Events on time and as scheduled. Respond or "roll" to Major Incidents within a reasonable and prudent amount of time. Submit pertinent TMT documentation to the TMT Engineer the following business day and at the end of each month as required. Incumbent shall be responsible for ensuring that the State vehicle and sign board is serviced at specified intervals, and for maintaining the vehicle in a neat, clean and orderly appearance.

Incumbent shall utilize existing traffic volumes to create lane closure charts and traffic control specifications for specific projects regarding Traffic Management. Calculate anticipated delays and associated costs for lane closures. Review and recommend traffic control solutions in the PSR, PR and PS&E stages and attend appropriate meeting. Evaluate negative traffic impacts and develop recommendations to reduce future impacts up to and including modifying policies, procedures, and specifications. May act as the Traffic Management Branch .315 Program Liaison for the Mobility Projects.

C. License and/or Certification Requirements: Valid California Drivers License, Class C.

D. Physical Abilities to Perform Essential Functions:

Employee may be required to sit for long periods of time using a keyboard and video display terminal. Employee may be required to sit in a vehicle for prolonged periods of time observing traffic patterns. Employee must be able to operate a hand held video display terminal.

Employee needs to have sustained mental activity for analysis and reasoning.

Employee will work at a workstation or desk within shared office space. Working hours will be set sometime between 6:00 a.m. and 6:00 p.m.

Employee must behave in a fair and ethical manner toward others and demonstrate a sense of responsibility and commitment to public service.

Employee must have the ability to develop and maintain cooperative working relationships.

Other Departmental Requirements:

Incumbent may be required to travel, in one-day trips, and work outdoors. The incumbent may occasionally be exposed to a variety of inclement weather conditions (extreme cold or hot weather), and may be exposed to dirt, noise and uneven surfaces.

E. Duty Statement/Description of Duties: *HR – Will insert link to duty statement document*

10. Final Date and Time for Receiving Bid: September 5, 2012 COB

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

11. Submit Bid to:

Name: April Ogo-Poblador
Address: 1976 E. Charter Way
Telephone Number: 209-948-3727
FAX Number: 209-948-7166
E-mail Address: april_ogo@dot.ca.gov

12. Expected Reporting Date To Position (Unit 11 Only): September 24, 2012

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

Revised 1/10/05