

# Traffic Engineers

— Different Levels —



CITY OF  
**OXNARD**  
CALIFORNIA



Koff & Associates  
A Gallagher Company



## THE CITY

Located on the beautiful Southern California coast, the City of Oxnard is the most populous city in the County of Ventura with over 210,000 residents. Nestled about 60 miles northwest of Los Angeles and 35 miles south of Santa Barbara, Oxnard prides itself on its rich diversity and culture. Although agriculture remains a major industry, Oxnard enjoys an expanding economy based on a healthy combination of commercial and manufacturing development, tourism, and the U.S. Navy. Oxnard residents enjoy a spirit of community pride with an unsurpassed quality of life enhanced by the charm of this coastal community, the natural environment and solitude of the nearby Los Padres National Forest, and the cultural and educational amenities of a diverse and vibrant urban setting. Local assets include acres of new housing among tree-lined streets, parks, and beaches, two thriving military bases, a full-service deep-water port, master planned industrial parks, prime commercial and retail sites, a regional medical center and hospital, and a flourishing public regional university, California State University Channel Islands. In addition, there are golf courses, marinas, and wonderfully landscaped streets. There is a small-town atmosphere in this seaside city where fields of strawberries flourish along many roads, and the Mediterranean climate supports year-round activities ranging from walking on the beach, a concert in the park or sailing to the Channel Islands. It is an ideal coastal community and an excellent place to raise a family that offers oceanfront recreation and outdoor adventures, award winning festivals and friendly, safe neighborhoods. Oxnard offers an exceptional quality of life.

## THE PUBLIC WORKS DEPARTMENT

The Public Works Department consists of over 350 budgeted FTEs and is responsible for the design, construction, renovation and operation of public projects and facilities ranging from seawalls to parks; facilities; and maintenance of streets, sidewalks, streetlights, and street trees. The Department's executive team is committed to delivering projects and programs that enhance the quality of life, economic growth, and the environment for all residents. The Public Works Department is comprised of several divisions with an operating and capital budget of over \$300,000,000 for FY 2020-21. Two Assistant Directors and the City Engineer oversee the following key divisions: Engineering and Capital Projects, Environmental Services, Parks, Street, Facilities, Special Districts, Fleet Services, a City-owned 36-hole golf course, and the Oxnard Transit Center. The Traffic Division operates and maintains 164 traffic signals and the Traffic Management Center (TMC) for the City.

To learn more about the Public Works Department, go to:  
<https://www.oxnard.org/city-department/public-works/traffic-engineering/>

## THE OPPORTUNITIES

These are extraordinary opportunities to help lead engineering transportation and traffic initiatives based on significant Measure 'O' funding, for one of the nation's most dynamic cities. As the City's population grows and the economy expands, its infrastructure systems are constantly being improved to serve residential and business needs. Public Works is seeking:

### **Traffic Operations Engineer (Principal)** **Salary Range \$84,808.05 - \$140,377.54**

The Traffic Operations Engineer is an advanced journey level position with oversight and supervisory duties responsible for daily management of complex traffic engineering projects, traffic signals, traffic safety and traffic operations as well as professional staff. Duties include but are not limited to the following:

- Provide daily oversight and management of the City's traffic signal an Intelligent
- Transportation System (ITS) including the City's Traffic Management Center (TMC)
- Prepare plans and specifications for the installation, removal, or replacement of traffic signs, markings, protective structures, and streetlights; plans and prepares work orders for the installation traffic signs, traffic control devices and street lighting systems.
- Perform complex engineering calculations; analyzes materials and design data submitted to the City; checks and analyzes Environmental Impact Reports and Traffic Studies; provide engineering data and cost estimates for the City budget.
- Collect and analyze traffic data related to traffic hazards, accidents, volume, flow, speed, direction, circulation, and road capacity; participates in the work of collecting, tabulating, and analyzing traffic and parking information.
- Act as project manager for assigned capital projects including management, coordination and progress reporting of the project ensuring timely progress of environmental analysis, land acquisition/rights-of-way, plans/specifications, contracting, construction, completion procedures and status and budget monitoring. This includes numerous grant funded projects that include Safe Route to Schools, Active Transportation, Highway Safety Improvement Program and Signal Modernizations.

### **Qualifications**

- Bachelor's degree in traffic engineering or civil engineering.
- Three (3) years of increasingly responsible professional experience in traffic engineering.
- Experience in traffic signal management systems, design and operations are highly desirable.
- Possession of a current Certificate of Registration as a Professional Civil or Traffic Engineer in the State of California.

To see full job classification and benefits click here:  
<https://www.governmentjobs.com/careers/cityofoxnard/classspecs/1163839?keywords=traffic%20operations%20engineer&pagetype=classSpecifications>



### **Associate Traffic Engineer** **Salary range \$78,564.30 - \$121,879.26**

The Associate Traffic Engineer is responsible for designing traffic engineering systems including lights, signals, stripping, alignments, sidewalks, and medians. Incumbents occasionally provide training and exercise technical and functional supervision over lower-level traffic engineering staff during projects. Duties include but are not limited to the following:

- Perform in depth research and analysis on assigned projects.
- Perform technical design of traffic engineering systems including construction drawings, project specifications.
- Prepare city council agenda documents and contract documents for review by appropriate support staff.
- Prepare documents for federal aid projects.
- Attend and participate in pre-bid and pre-construction meetings.
- Act as project manager for various traffic engineering projects including reviewing invoices and changing orders, and answers and solves any issues, problems, concerns that arise from the project.
- Review and approve traffic control plans. Prepares grant applications.

#### **Qualifications**

- Bachelor's degree from an accredited college or university with major work in civil engineering or closely related field.
- Possess the equivalent three (3) years of directly related experience in traffic engineering work.
- Possession of a current Certificate of Registration as a Professional Civil or Traffic Engineer in the State of California.

To see full job classification and benefits, click here:  
<https://www.governmentjobs.com/careers/cityofoxnard/classspecs/1158265?keywords=associate%20traffic%20engineer&pagetype=classSpecifications>

### **Assistant Traffic Engineer** **Salary Range \$70,708.14 to \$109,691.09**

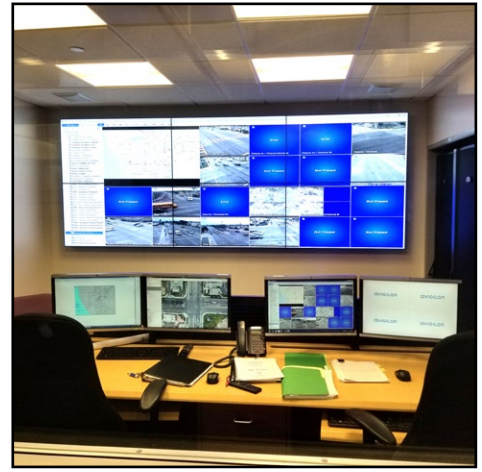
The Assistant Traffic Engineer is responsible for office and field engineering tasks. Incumbents in this position are expected to learn traffic design engineering methods, procedures, and techniques under direction supervision. Duties include but are not limited to the following:

- Assist in coordination of traffic engineering projects with city utilities; write specifications, prepare plans, and calculate cost estimates for various traffic engineering projects as assigned.
- Assist in City codes and standards enforcement on traffic design engineering projects; perform plan checks to ensure compliance with City specifications and practices.
- Respond to citizen complaints concerning traffic-engineering problems.
- Perform routine to complex traffic engineering calculations; performs field inspections of various traffic engineering projects.
- Analyze materials and design data submitted to the City; check and analyze Environmental Impact Reports, and traffic engineering data.
- Design traffic signals including the preparation of project specifications; program timing of traffic signal controllers.

#### **Qualifications**

- Bachelor's degree from an accredited college or university with major work in civil engineering or closely related field.
- Possess the equivalent of three (3) years of professional and technical engineering experience.
- Possession of a current Certificate of Registration as a Professional Civil or Traffic Engineer in the State of California is desirable.
- The ability to obtain the Engineering in Training Exam (EIT) or Fundamental of Engineering Exam (FE), within two years of employment.

To see full job classification and benefits, click here:  
<https://www.governmentjobs.com/careers/cityofoxnard/classspecs/1217450?keywords=traffic%20operations%20engineer&pagetype=classSpecifications>



## THE IDEAL CANDIDATE(S)

The ideal candidate will have public sector experience, be well-versed in modern principles and practices of engineering, and possess solid communication skills. As the position interacts with a variety of internal and external stakeholders, exceptional interpersonal skills are of the utmost importance. The successful candidate will have a proven work history of growth, the ability to effectively implement projects, and interact with staff professionally and positively. These positions are ideal opportunities for individuals that are seeking personal and professional growth, and would like to make a difference in disadvantaged communities.

### Key characteristics and attributes

- Demonstrate extensive experience with planning, design, and implementation of large and smaller community public works projects.
- Provide expertise in municipal engineering, particularly related to capital improvement projects and operations.
- Demonstrate knowledge of regulations and experience working collaboratively with governmental agencies.
- Approachable. Seeks open communication, collaboration, and working in a team-oriented environment.
- Flexible. Able to meet clear goals and expectations, while remaining agile with the ability to adapt to changing priorities.
- A 'roll up their sleeves' type of person – understands the importance and value of providing high performance and excellent customer service for a community
- A 'can-do' mentality who thrives on challenge and working with a high performing team.

## BENEFITS

To view the benefits associated with SEIU represented classifications, please refer to the Memorandum of Understanding at: <https://oxnardhr.org/wp-content/uploads/2021/03/SEIU-MOU.pdf>

To view the benefits associated with OMMA represented classifications, please refer to the Memorandum of Understanding at: <https://oxnardhr.org/wp-content/uploads/2021/03/OMMA-MOU.pdf>

## APPLICATION AND RECRUITMENT PROCESS

**This recruitment is Open Until Filled.**

To be considered, please electronically submit your resume, cover letter and a list of five professional references (references will not be contacted in the early stages of the recruitment) to:

<https://koffassociates.com/traffic-engineers/>.

Resumes should reflect years and months of positions held, as well as size of staff and budgets you have managed. For additional information, please contact:



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Resumes will be screened based on the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the executive recruiter. Koff & Associates will report the results to the City. The City will then select candidates who will be invited to participate in a formal interview process. Extensive reference and background checks will be completed on the selected candidate.



### Equal Opportunity

*The City of Oxnard is an Equal Opportunity Employer and welcomes applications from all qualified applicants. We do not discriminate on the basis of race, color, religion, sex, national origin, age, marital status, medical condition, disability or sexual orientation.*