# Leeds City Council Job Profile

**Directorate City Development**

**Service Area Highways & Transportation**

**Job title Principal Traffic Engineer**

**Grade PO6**

**Conditions of service NJC**

**Reports to Traffic Engineering Manager**

**Responsible for Senior Traffic Engineers and other senior members of the team.**

**Job purpose:** To take lead responsibility for technical team(s) undertaking the public engagement, investigation, planning and delivery of traffic engineering measures and schemes in line with Council and West Yorkshire City Region policies and programmes.

The post has project budget and management responsibilities for a portfolio of schemes and initiatives and for contributing to strategy and policy within the section.

### Responsibilities

Support the Traffic Engineering Manager in the detailed organisation of technical staff and administration of the service.

To represent the service area, deputising for the Traffic Engineering Manager when necessary.

To work collaboratively with the Council’s partners to provide leadership and technical input to the development and delivery of the transport investment programme in accordance with corporate and Transport Plan policies.

To oversee the identification, appraisal and development of new minor highways and traffic engineering schemes and initiatives.

The preparation and presentation of projects and proposals for new initiatives and projects.

To oversee the management, co-ordination and progression of schemes and initiatives and public events on the highway.

To support and contribute as necessary to projects and initiatives with internal and external partners and stakeholders.

Support the procurement and supervision of transportation and highway engineering design services, consultancy contracts and commissions.

To provide support and advice concerning traffic engineering, and regulatory matters in relation to the Council’s planning and highways functions, statutory duties, traffic regulation orders, corporate initiatives, locality teams and regeneration.

To take responsibility for managing and monitoring capital and revenue budgets and risk on the programmes and projects under the managers control.

To plan and oversee the response and facilitation of public events within the Highway.

To oversee the delivery of traffic regulation orders and the management of team members as required.

To provide and co-ordinate road safety engineering advice and safety audits as required to support the Highways & Transportation service.

To liaise with and support West Yorkshire partners and such other collaborative working arrangements the service may enter into.

Promote and deliver positive solutions to achieving diversity and equality in all aspects of service delivery, community engagement areas, focussing on equality of outcome.

Within the service area to take responsibility for maintaining effective communications with staff, service users, councillors, trade unions, partners and other stakeholders in accordance with Council good practice.

To be accountable for the safety of staff, service users and contractors in accordance with the Council and Directorate’s Health and Safety Policy.

* The duties outlined are not meant as an exhaustive list and will also comprise any other duties within the spirit of the post commensurate with the job evaluation outcome for this post.

### Qualifications

A degree, equivalent level qualification or demonstrable equivalent experience relevant to the role is an essential requirement.

### Essential requirements It is essential that the candidate should be able to demonstrate the following criteria for the post. Candidates will only be shortlisted for interview if they can demonstrate that they meet all the essential requirements.

* Practical knowledge of the use and application of traffic engineering techniques and processes.
* Detailed knowledge of the relevant legislation and guidance relevant to the duties of the post.
* Practical knowledge of programme and project management techniques and procedures.
* Practical knowledge of traffic and transport survey techniques, organisation and planning.
* Understanding of the principles and applications of traffic modelling and scheme assessment.
* Knowledge of highway engineering design principles
* Demonstrable experience in a transport planning, highways or traffic engineering role relevant to the duties of this post.
* Experience of programme planning and the management of budgets and expenditure.
* Experience in the use and interpretation of the Traffic Signs Regulations and associated guidance and the relevant road traffic legislation and procedures.
* Experience in highways or traffic engineering design relevant to the duties of the post.
* Experience of project management, techniques, monitoring and reporting.
* Understanding of local government and experience of achieving results in a politically sensitive context.
* Understanding and practical experience of the use of analytical approaches to problem solving to deliver projects.
* Experience of managing supervising staff individually and as a team.
* Ability to interpret corporate visions and values and put into practice through agreed policies and strategies.
* Ability to contribute to change programmes, improve service quality and support culture that drives up standards and performance.
* An ability to find innovative solutions to existing and future traffic engineering problems.
* Ability to interpret and advise on the results from traffic surveys, transport / road safety data and models.
* Ability to communicate complex issues clearly and succinctly both in writing and verbally.
* Ability to make an effective contribution to internal and external meetings.
* Ability to lead initiatives and policy projects from inception to completion.
* Ability to provide constructive problem solving and conflict resolution.
* Ability to develop productive working relationships and to work with a range of stakeholders to achieve positive outcomes.
* Ability to manage competing priorities whilst delivering on a range of complex projects and adapting to changing circumstances and priorities.
* Ability to manage multi-disciplinary projects and staff teams.
* Ability to provide leadership that commands respect, trust and confidence and which empowers colleagues and staff to achieve results.

**Essential Behavioural and other Characteristics**

* Understand and embrace [Leeds City Council Values and Behaviours](https://sway.office.com/S3o3qmZP7LLRpNV3?ref=Link) and codes of conduct.
* Committed to continuous improvement in all areas and work towards delivering the [Best City Ambition](https://www.leeds.gov.uk/plans-and-strategies/best-city-ambition) of Health & Wellbeing, Inclusive Growth and Zero Carbon
* Able to understand and observe Leeds City Council equality and diversity policies.
* Carry out all duties having regard to an employee’s responsibility under Health and Safety Policies.
* Willingness to actively participate in training and development activities.
* Flexible and adaptable to change to assist other services as required commensurate to grade.
* Participate in appraisal, training, and development activities.
* Be aware of and comply with Leeds City Council policies and procedures.
* Be aware of and support difference and ensure equality for all working in an anti-discriminatory manner, upholding, equality & diversity policies of Leeds City Council.
* Recognise and appropriately challenge any incidents of racism, bullying, harassment, victimisation, and any form of abuse, reporting any concerns to the appropriate person.
* The Council has adopted a flexibility protocol and the role will be expected to work within these parameters.

**Date Job description last reviewed:**

**Name** Kate Morris **Designation** Head of Transportation **Job Evaluation Ref**