

Role Description

Traffic Engineering Officer

Cluster	Transport
Agency	RMS
Division/Branch/Unit	Sydney / Network Sydney
Location	Parramatta
Classification/Grade/Band	USS 5
Role Number	
ANZSCO Code	233999
PCAT Code	1119192
Date of Approval	
Agency Website	http://www.rms.nsw.gov.au/

Agency overview

Roads & Maritime Services (RMS) was formed on 1 November 2011 with key accountabilities:

- Delivery of new roads and maritime infrastructure to optimise safety and effective & efficient use
- Effective & efficient traffic management and use of the road and maritime network
- Execution of road and maritime safety policies and regulations
- Maintenance of the road and maritime infrastructure to optimise safety, traffic management and asset life

RMS is part of a new integrated transport authority led by Transport for NSW (TfNSW) that aims to create a better transport system, one that is fundamentally designed around the needs and expectations of customers, communities and the economy.

The other delivery focused Transport Agencies include Sydney Trains, NSW Trains and the State Transit Authority. The Private Transport Operators include Private Ferry operators and Private Bus operators.

Primary purpose of the role

The Traffic Engineering Officer is responsible for conducting routine network investigations and technical assessments, and make recommendations for improvements.

Key accountabilities

- Provide network management advice, based on sound knowledge of guidelines and procedures, to assist in effective resolution of issues and good project outcomes.
- Undertake appropriate investigations, audits and technical assessments, and record accurate site information to make recommendations for improvements on the road network.
- Implement appropriate network management procedures to ensure the quality of activities, outcomes, and records.

- Provide timely and considered draft responses to customer issues to ensure that the unit has a customer focus.
- Assist in projects, which may include traffic and safety, speed zone, sign posting and delineation reviews and prepare orders for minor works to assist in identifying and arranging delivery of network management improvements.
- Assist in the development of the preferred solution at project level for network improvement projects to ensure good quality outcomes.
- Work collaboratively with other precincts to build a consistent approach to network and safety management across traffic, speed and guidance and delineation

Key challenges

- Understanding community expectations and balancing them against RMS policy and technical requirements.
- Delivering expert advice to a large and diverse body of customers within short time frames.

Key relationships

Who	Why
Internal	
Senior Network and Safety Officer	<ul style="list-style-type: none"> • Guidance and direction and organisational objectives
Network and Safety Services Manager	<ul style="list-style-type: none"> • Determine priorities • Escalate complex issues and problems
Program Offices	<ul style="list-style-type: none"> • As required under direction
Precinct Team	<ul style="list-style-type: none"> • As required under direction
Programs Controls	<ul style="list-style-type: none"> • As required under direction
Sydney Planning	<ul style="list-style-type: none"> • As required under direction
External	
Members of community and councils	<ul style="list-style-type: none"> • As required under direction

Role dimensions

Decision making

The Traffic Engineering Officer is responsible for conducting routine network investigations and technical assessments, and making recommendations for improvements. The role is expected to obtain day to day priorities from the manager.

The role defers to the Manager on complex issues of a technical, legislative or political nature or decisions that will substantially alter the outcome or timeframes, major issues or conflicts arising in the course duties or matters requiring a higher delegated authority including approval for expenditure or sensitive issues.

Reporting line

Senior Network and Safety Officer

Or Network and Safety Services Manager

Direct reports

Nil

Budget/Expenditure

Nil

Essential Requirements

- Tertiary qualification in traffic engineering or a related discipline, and/or equivalent experience in a related field.
- Demonstrated ability to understand network management policies, guidelines, technical directions and procedures.




Capabilities for the role

The NSW Public Sector Capability Framework applies to all NSW public sector employees. The Capability Framework is available at www.psc.nsw.gov.au/capabilityframework


Capability summary

Below is the full list of capabilities and the level required for this role. The capabilities in bold are the focus capabilities for this role. Refer to the next section for further information about the focus capabilities.

NSW Public Sector Capability Framework

Capability Group	Capability Name	Level
 Personal Attributes	Display Resilience and Courage	Intermediate
	Act with Integrity	Intermediate
	Manage Self	Intermediate
	Value Diversity	Intermediate
 Relationships	Communicate Effectively	Intermediate
	Commit to Customer Service	Intermediate
	Work Collaboratively	Intermediate
	Influence and Negotiate	Foundational
 Results	Deliver Results	Intermediate
	Plan and Prioritise	Foundational
	Think and Solve Problems	Intermediate
	Demonstrate Accountability	Foundational

NSW Public Sector Capability Framework

Capability Group	Capability Name	Level
	Finance	Foundational
	Technology	Intermediate
	Procurement and Contract Management	Foundational
	Project Management	Foundational

Focus capabilities

The focus capabilities for the role are the capabilities in which occupants must demonstrate immediate competence. The behavioural indicators provide examples of the types of behaviours that would be expected at that level and should be reviewed in conjunction with the role's key accountabilities.

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Personal Attributes Display Resilience and Courage	Intermediate	<ul style="list-style-type: none"> Be flexible and adaptable and respond quickly when situations change Offer own opinion and raise challenging issues Listen when ideas are challenged and respond in a reasonable way Work through challenges Stay calm and focused in the face of challenging situations
Personal Attributes Act with Integrity	Intermediate	<ul style="list-style-type: none"> Represent the organisation in an honest, ethical and professional way Support a culture of integrity and professionalism Understand and follow legislation, rules, policies, guidelines and codes of conduct Help others to understand their obligations to comply with legislation, rules, policies, guidelines and codes of conduct Recognise and report misconduct, illegal or inappropriate behaviour Report and manage apparent conflicts of interest
Relationships Commit to Customer Service	Intermediate	<ul style="list-style-type: none"> Support a culture of quality customer service in the organisation Demonstrate a thorough knowledge of the services provided and relay to customers Identify and respond quickly to customer needs Consider customer service requirements and develop solutions to meet needs Resolve complex customer issues and needs Co-operate across work areas to improve outcomes for customers
Relationships Work Collaboratively	Intermediate	<ul style="list-style-type: none"> Build a supportive and co-operative team environment Share information and learning across teams Acknowledge outcomes which were achieved by effective collaboration Engage other teams/units to share information and solve issues and problems jointly

NSW Public Sector Capability Framework

Group and Capability	Level	Behavioural Indicators
Results Think and Solve Problems	Intermediate	<ul style="list-style-type: none">• Support others in challenging situations• Research and analyse information and make recommendations based on relevant evidence• Identify issues that may hinder completion of tasks and find appropriate solutions• Be willing to seek out input from others and share own ideas to achieve best outcomes• Identify ways to improve systems or processes which are used by the team/unit
Business Enablers Project Management	Foundational	<ul style="list-style-type: none">• Plan and deliver tasks in line with agreed schedules• Check progress against schedules, and seek help to overcome barriers• Participate in planning and provide feedback about improvements to schedules