



**Traffic Analyst
Contract – 12 Months
POSTING No. 201905**

Come join our team! We are looking for a candidate that shares our corporate values of Honesty, Excellence, Team, Fun, Creativity and Respect. These values are second nature for the successful candidate and are demonstrated in their work and interactions with colleagues and the community.

Reporting to the Manager of Transportation, the Traffic Analyst will provide technical support related to traffic operations and safety; installation, maintenance and operation of traffic control devices; traffic engineering/planning studies and analysis; and development of inventory/database systems.

Accountabilities:

- Coordinate and/or undertake various traffic studies such as traffic and parking data collection, radar speed studies, signal phasing and corridor travel time and delay studies and perform pertinent analysis
- Attend meetings with Town staff, external agencies and the public to answer inquiries and make recommendations
- Draft memos and correspondence including appropriate charts and graphs
- Assist in the review and comment of traffic impact studies related to development applications
- Coordinate or assist in the installation, maintenance and effective operation of traffic control devices (signs, signals and pavement markings)
- Update the Town's traffic volume and accident databases and undertake collision analysis
- Undertake site visits in response to complaints, inventory updates, design and study requirements
- Update signal timing plans and keep current records for the Town traffic signal network and PC based Traffic Control System
- Assist in processing of Public Event Applications
- Provide the highest standard of customer service for both internal and external customers of the department, in compliance with the Town standards
- Performs other job related duties as required

You possess:

- 3 year Diploma in Transportation Engineering Technology or equivalent education and experience
- Eligibility for registration with O.A.C.E.T.T. to obtain C.E.T. or C.TECH designation
- 1-2 years' experience in Transportation Engineering
- 2 years' experience in municipal environment is considered an asset
- Computer literate in Microsoft office computer software
- Applied knowledge of computer software related to Traffic Engineering
- Knowledge of current methods, standards and legislation with respect to traffic operations and transportation planning
- Ability to review and comment on Traffic Impact Studies relating to development applications
- Ability to deal effectively with Town staff, elected officials, external agencies and the public
- Effective verbal and written communication skills

- Knowledge of traffic data collection equipment and traffic signal controllers and systems
- Valid Ontario Class 'G' Driver's License and access to a personal vehicle to perform duties

Compensation:

The rate for this contract position (35 hours per week) is \$34.11 - \$40.61 per hour. This position may occasionally require attendance at evening meetings.

Application:

Qualified candidates may submit a detailed cover letter and resume in confidence to the Town by 4:30 p.m., February 15, 2019. Please quote Posting No. 201905 on your cover letter. Please apply using only **one** method of application below.

Email: humanresources@haltonhills.ca (preferred)

Mail:

Attn: Human Resources
Town of Halton Hills
1 Halton Hills Drive
Halton Hills, ON L7G 5G2
Posting No. 201905

We thank all those who apply, but advise that only those applicants selected for an interview will be contacted. The Town of Halton Hills is an equal opportunity employer. Accommodations are available for all parts of the recruitment process. If contacted for an interview, please advise the Human Resources staff of any measures you feel you need to enable you to be assessed in a fair and equitable manner. Information received relating to accommodation measures will be addressed confidentially.

Personal information is collected under the authority of the Municipal Act, 2001 (S.O. 2001, c.25) and will be used to select a candidate. Questions about this collection should be directed to the Manager of Human Resources.

1 Halton Hills Drive, Halton Hills, Ontario L7G 5G2

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