

DUTY STATEMENT  
TRANSPORTATION ENGINEERING TECHNICIAN  
CALTRANS - DISTRICT 7  
TRANSPORTATION MANAGEMENT CENTER (TMC)  
OFFICE OF TRAFFIC MANAGEMENT

SPECIFIC JOB ASSIGNMENT

- 75% Monitors freeway operations, performs engineering calculation of traffic data. Assists in developing and implementing traffic management plans, including using and operating all TMC traffic control and monitoring equipment such as changeable message signs (CMS), Media Interface, Computer Fax, Closed Circuit Television Cameras, CHP Computer Aid Dispatch (CAD), telephone, two way radio and Highway Advisory Radio (HAR). Operation may require the need to work overtime.
- 15% Compiles data from Transportation Management Center (TMC) daily operations and uses this data to respond to highway incidents. This data will come from several computers and manual systems in the Transportation Management Center.
- 5% Works with Transportation Engineers and System Analysts to retrieve data relating to TMC operations.
- 5% Collects and records data relating to traffic system elements in the TMC as well as system field elements.

SUPERVISION OR GUIDANCE RECEIVED

Works under the supervision of a Senior Transportation Engineer. Will also receive guidance as required from a Civil Engineer, (Range D) Leadperson.

SUPERVISION EXERCISED OVER OTHERS

None.

KNOWLEDGE AND ABILITIES REQUIRED

Basic knowledge of computers and common computer programs; simple engineering and mathematical calculations; English grammar and composition; basic understanding of 2 way radio communication procedures.

The ability to communicate clearly both orally and in writing; follow oral and written instructions; prepare written messages; perform simple engineering calculations, and prepare simple graphs and charts. *Ability to work with others. Ability to use good judgement.*

RESPONSIBILITY FOR DECISIONS AND ACTIONS

Assists in preparing files and reports. Errors or missing information could lead to false and erroneous results, which may negatively impact the operation of the TMC resulting in inconvenience to the motoring public and embarrassment to the State. May be responsible for making decisions regarding the operation of traffic control devices and information systems in the TMC.

#### ANALYTICAL REQUIREMENTS

Must be able to comprehend, interpret, and analyze 2 way radio transmissions, CHP Computer Aided Dispatch information, telephone messages, and react to traffic status screens in order to take the prudent and appropriate action.

#### PUBLIC AND INTERNAL CONTACTS

Public contacts would be via telephone. Ability to communicate with the public and outside agencies effectively is a must. Internal contacts will include the California Highway Patrol staff working in the TMC, and personal contacts with employees within the TMC and other offices within Caltrans.