

Position Description

Position Overview:

The Director of Traffic Engineering and Operations is a key leadership role within the Harris County Engineering Department's Traffic Division, responsible for overseeing a comprehensive range of traffic engineering and operations services. This includes leading the execution of traffic studies, the review of traffic impact analyses, the maintenance and operation of traffic control devices, and the implementation of innovative transportation solutions. The Director ensures that the division's objectives are met with efficiency, quality, and regulatory compliance, fostering a cohesive and responsive team environment.

Job Duties/Responsibilities:

- Manages the development and implementation of department goals, objectives, policies, and priorities for each assigned service area; establishes, within County policy, appropriate service, and staffing levels and allocates resources accordingly.
- Leads the development of engineering standards, policies, and specification.
- Directs coordinating departmental activities with other departments and outside agencies and organizations; provides staff assistance to the Assistant County Engineer, County Engineer, and elected officials and assists in preparing and presenting staff reports and other necessary communications.
- Lead a multidisciplinary team including managers, engineers, designers, technicians, and support staff, ensuring high standards of professionalism and collaboration.
- Oversee the conduct and review of over 400 internal traffic studies and 900 traffic impact analyses each year, ensuring they meet regulatory standards and contribute effectively to traffic management strategies.
- Direct the operation and maintenance of approximately 2,500 traffic signals and school zone flashers, prioritizing public safety and efficient traffic flow.
- Ensure optimal use of resources to achieve division goals, including effective scheduling, risk management, and the facilitation of solutions to emerging challenges.
- Maintain a comprehensive understanding of the division's portfolio, including a detailed awareness of high-priority tasks, directives, and projects. Plan, organize, oversee, and review all traffic system programs and activities.
- Champion the adoption and integration of innovative transportation solutions, making strategic recommendations for their implementation to enhance the county's traffic systems.
- Guarantee all division projects adhere to the highest standards of quality, risk management, and regulatory compliance.
- Serve as the primary communication link between the Traffic Division and executive staff, stakeholders, and external organizations, ensuring clear implementation of initiatives and directives.

- Continuously develop and standardize procedures to boost the efficiency and effectiveness of the division's services, projects, and activities.
- Conduct forensic traffic engineering tasks, including compliance assessments, accident investigations, and the provision of expert testimonials.
- Prepares agenda items for the commissioner's court, including proposals, service contracts, additional fees, construction awards, field alterations, and funding requests.
- Supervise program and project development across all traffic modes, including neighborhood and arterial traffic operations, high collision analysis, traffic operations investigation and implementation activities, and traffic project design delivery.
- Recommends revisions to regulations based on new legislation or changing County needs, ensuring current and effective governance.
- Prepares and submits reports on funding needs and the status of funds, ensuring financial transparency and accountability.
- Assists with recovery efforts following local disasters, contributing to the community's resilience and safety.
- Adapts to emergency or high-priority situations as needed, demonstrating flexibility and leadership in critical times.
- Performs other duties as assigned.

Harris County is an Equal Opportunity Employer

<https://hrrm.harriscountytexas.gov/Pages/EqualEmploymentOpportunityPlan.aspx>
 If you need special services or accommodations, please call (713) 274-5445 or email ADACoordinator@bmd.hctx.net.

This position is subject to a criminal history check. Only relevant convictions will be considered and, even when considered, may not automatically disqualify the candidate.

Requirements

Education:

- Bachelor's degree in civil engineering or related fields.

Experience:

- A minimum of ten (10) years of relevant experience.
- A minimum of five (5) years of administrative or supervisory relevant experience.

Licensure:

- Professional Engineering License
- A valid Class "C" Texas Driver's License.

Knowledge, Skills, and Abilities (KSAs):

- Strong written and oral skills.
- Ability to understand executive staff and client needs to align resources to accomplishing objectives.
- Ability to handle highly sensitive and confidential information at all times.
- Ability to work independently with limited supervision, relative autonomy, and general review.
- Ability to self-start; motivate staff into assume ownership in setting goals.
- Requires strong knowledge using office-related software.
- Utilize good time management skills and effectively prioritize and manage multiple tasks/initiatives.
- Excellent interpersonal and conflict resolution skills, and the ability to deal tactfully with a diverse group in a professional manner in a complex organization.
- Ability to exercise flexibility in accommodating shifting priorities, demands, and schedules.

NOTE: Qualifying education, experience, knowledge, and skills must be documented on your job application. You may attach a resume to the application as supporting documentation **but ONLY information stated on the application will be used for consideration. "See Resume"** will not be accepted for qualifications.

Preferences

Education:

- Master's degree in engineering or related fields.

License/Certification:

- Professional Traffic Operations Engineering License

General Information

Position Type:

- Regular Full-time

Salary Information:

- Commensurate with Experience

Typical Hours of Work:

- Full-Time | Regular | 40 hours per week
- Monday - Friday
- subject to early mornings, late evenings, weekends, and holidays at times, depending upon or work requirements.

Location:

- 1111 Fannin St. 77002

Employment may be contingent on passing a drug screen and meeting other standards.

Due to a high volume of applications positions may close prior to the advertised closing date or at the discretion of the Hiring Department.

Agency

Harris County

Address

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Ste. 600
Houston, Texas, 77002

Phone

713-2734-3857

Website

<https://www.governmentjobs.com/careers/harriscountytx>