

The City

The City's vision is a sustainable, safe and vibrant community retaining the character, high quality of life and charm of a small town. Flagstaff offers economic opportunities, educational choices, attainable housing, a protected environment with cultural and career opportunities that support a diverse population.

The municipal organization has thirteen divisions, a budget of \$238 million and 976 employees. City employees have described the organization as inclusive and resourceful, made up of personnel that values professionalism and quality, who are dedicated to serving the community.

The City Manager serves as the Chief Executive and is appointed by the City Council. The City Manager has two principal deputies that oversee Community Enhancement and Utilities, Safety and Services. The Deputies oversee the Division Directors for their assigned areas of responsibility. The Transportation Engineering Project Manager will be apart of the Community Development Division that reports to the Utilities, Safety and Services Deputy City Manager.

The Community

Flagstaff is the largest city and the regional hub for northern Arizona as well as the County seat for Coconino County, the largest county in Arizona. Nestled at the base of the San Francisco Peaks, and surrounded by the largest ponderosa pine forest on earth, it is one of the highest elevation cities in the United States. Flagstaff is home to Northern Arizona University, an international entryway to the Grand Canyon, other natural wonders and monuments, as well as home to the world famous Lowell Observatory, the Snowbowl ski area & Museum of Northern Arizona.

Flagstaff's approaches 70,000 residents and exudes a strong sense of place, creating a vibrant and welcoming feel for this beautiful mountain town. When someone decides to make Flagstaff home, they make a move to a community built on award-winning education, strong arts, science and cultural amenities, entrepreneurship, cutting edge medical care, distinctive neighborhoods and convenient transportation options that make it one of the most desirable places to live in the West.

The opportunity to play in Flagstaff is the ultimate perk for those who live and work in this scenic university town. Situated at 7,000 feet in elevation, Flagstaff enjoys a moderate four-season climate, which provides for year-round recreation opportunities such as hiking, biking, climbing, skiing and visiting national parks and monuments. Flagstaff boasts a year-round calendar of live music, performing arts and gallery exhibition events that range from traditional to cutting-edge. With more than 200 restaurants, numerous night spots, family-friendly events and an overall beautiful setting, Flagstaff is a place that residents are proud to call home.

Community Development Mission

The mission of the Community Development Division is a client-focused team that enables quality development, reinvestment and conservation of the natural environment through publicly adopted policies.

Transportation Engineering Program

The mission of the Transportation Engineering Program is to enhance the mobility of our citizens and visitors by providing a safe, efficient, well-balanced multimodal system, through the application of sound transportation engineering, planning, safety and design principles.

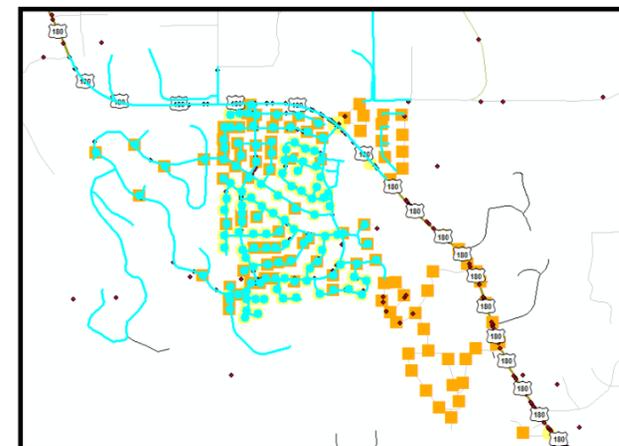
Transportation Engineering

The Transportation Engineering Program is responsible for operating a safe, efficient and balanced multi-modal transportation system for the City. The Transportation Engineering Program currently operates over 60 traffic signals and pedestrian activated crossing devices, manages 660 lane miles of roadways, numerous urban trail system—roadway crossings, coordinates with the Arizona Department of Transportation. The Transportation Engineering program is currently developing the City's first Advanced Traffic Management System on one Arterial corridor in Flagstaff. The Advanced Traffic Management System will include full control of the existing field located traffic signal equipment as well as network wide video monitoring capabilities. The system will be operated through existing work stations in City Hall with this new position playing a key role in initial deployment and long term operations.

The Transportation Engineering Program is involved in all of the phases of private development applications. The early stages of private development often involve Transportation Impact Analysis development and the program's role involves all of the steps from scoping the analysis, running regional transportation demand models to reviewing and approving final reports.

The third major element of the Transportation Engineering Programs work involves working with the City's Capital Improvements Program from project development to final acceptance of roadway improvements.

The City has a Transportation Commission that has two subcommittees, the Pedestrian Advisory Committee and the Bicycle Advisory Committee. The Transportation Engineering Program is the Staff Liaison for the Transportation Commission and provides staff support for the Pedestrian and Bicycle Advisory Committees.



Position Summary

The Transportation Engineering Project Manager position actively supports the City's stated mission and values. This successful candidate will be a positive influence on day-to-day operations, have a 'can-do' attitude and be comfortable with a hands-on and proactive team approach to problem solving. The ideal candidate will have strong interest in multiple facets of traffic and transportation engineering, with excellent interpersonal skills with the public, interdisciplinary teams and consultants.

General Responsibilities:

- Assisting the public and other City staff with transportation engineering related concerns.
- Reviewing signalized and un-signalized intersection operations throughout the City on a regular basis and developing improvement programs related to efficiency, safety and multi-modal objectives.
- Shared responsibility for the efficient operation of the City's Advanced Traffic Management System.
- Overseeing the Transportation Impact Analysis process related to development proposals, from developing the scope of study through review and approval of the completed TIA.
- Developing strong relationships with Public Works maintenance crews that perform the field work operating and maintaining the roadway network, street lighting system and the traffic signals.
- Work closely with City Geographic Information Systems staff and Public Works crews on maintaining the City's street lighting and traffic sign inventories. The City currently operates 3500 street lights and maintains over 12000 traffic signs.



Minimum Qualifications

- Bachelor's Degree in Civil Engineering with additional course work in Transportation Engineering or Transportation Planning, or a combination of relevant Transportation Engineering experience and specialized training to satisfactorily execute the tasks assigned to this position.
- Three years of experience as a Transportation Engineer, Transportation Planner, or similar.
- Experience with applicable computer systems and software, such as: Word, Excel, Access, Powerpoint, Synchro, Simtraffic AutoCAD, TransCAD, Highway Capacity Software, ArcGIS, RODEL, TRAX Pro, and PETRA Pro.
- Or any combination of education, experience, and training equivalent to the above Minimum Requirements.

Desired Qualifications

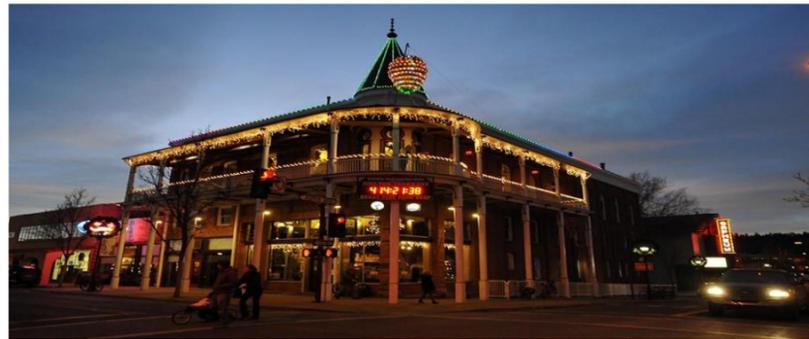
- Master's degree in Civil Engineering, Transportation Engineering, Transportation Planning, or a related field.
- Professional training specializing in transportation planning.
- Experience in public works related operations and maintenance.

Compensation

The total compensation package includes group benefits and a full salary range of \$54,013.02 - \$96,026.94 DOE. Note: criteria is required for advancement through the broadband. Zone change checklist can be viewed for details: <http://www.flagstaff.az.gov/DocumentCenter/View/40274>

The group benefits consist of:

- Arizona State Retirement System (ASRS)
- Deferred Compensation plan
- Group insurance including health, dental, and vision coverage
- Life Insurance, Accidental Death & Dismemberment and Voluntary Life Insurance
- Long-term disability through ASRS and voluntary short-term disability
- Paid vacation and sick leave
- 11 paid holidays
- Wellness program



City of Flagstaff



Recruitment for Transportation Engineering Project Manager

Selection Process

Visit www.flagstaff.az.gov for more information about the City of Flagstaff. Interested candidates can submit their information via the City website, regular mail, electronic mail or fax to:

City of Flagstaff
211 West Aspen Avenue
Flagstaff, Arizona 86001
Fax: (928) 213-2089
Email: human.resources@flagstaffaz.gov

Candidates are encouraged to apply with the City by submitting their cover letter and resume and application to Human Resources. All applications are due by 4pm on November 18, 2016. Inquiries should be directed to the Human Resources division at (928) 213-2090.

The recruitment process may involve telephone screenings and on site interviews as well as other written or verbal exercises to further evaluate their knowledge, skills and abilities. The candidates' identities may be subject to public disclosure prior to the interview process per Arizona's Public Records Act.

The City of Flagstaff is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability, or protected Veteran status.

