

### HIGHWAY TRAFFIC DATA COLLECTOR III

**DESCRIPTION:** Under general supervision, supervises and conducts vehicle volume counts, pedestrian counts, speed checks, and other observations for traffic engineering studies; performs related work as required.

**EXAMPLES OF WORK:** (A position may not be assigned all the duties listed, nor do the listed examples include all the duties that may be assigned.)

Plans, assigns, and supervises the work activities of assigned Traffic Data Collectors to attain work goals and to ensure consistent application of policies, procedures, and standards.

Supervises and evaluates the work of assigned Traffic Data Collectors; recommends personnel actions related to selection, discipline, performance, leave, grievances, work schedules, and assignments.

Receives or initiates traffic data collection assignments; schedules, assigns, coordinates, and guides the work of assigned Traffic Data Collectors in accordance with established requirements to assist management in the timely accomplishment of the assigned workload.

Determines the type of traffic data to be collected, prioritizes requests, assigns to a Traffic Data Collector, monitors the progress of each study and checks its accuracy and completeness.

Maintains and updates speed monitoring records; reports data to the Federal Highway Administration.

Conducts vehicle volume counts, pedestrian counts, speed checks, and other observations for traffic engineering studies.

Recommends data collection procedures for particular engineering studies.

**FULL PERFORMANCE KNOWLEDGE, ABILITIES AND SKILLS REQUIRED:** (These may be acquired on the job and are needed to perform the work assigned.)

Knowledge of: data collection procedures and policies, NDOR personnel policies and procedures; union contract.

Ability to: plan, assign, direct and evaluate assigned staff.

Skill in: coordinating the work of others and maintaining an efficient work flow.

**ENTRY KNOWLEDGE, ABILITIES, AND SKILLS REQUIRED:** (Applicants will be screened for possession of these through written, oral, performance, and/or other evaluations.)

Knowledge of: use and operation of traffic counters, radar speed detectors and gap records; traffic analysis; methods used in various field traffic studies.

Ability to: collect, organize and report statistical information.

HIGHWAY TRAFFIC DATA COLLECTOR III/SUPERVISOR (continued)

Skill in: maintenance and repair of mechanical equipment; selecting appropriate sites for installation of traffic counters; installing traffic counters.

JOB PREPARATION GUIDELINES: (Entry knowledge, abilities, and/or skills may be acquired through, BUT ARE NOT LIMITED TO, the following coursework/training and/or experience.)

Any combination of training and/or experience that will enable the incumbent to possess the required knowledge, abilities and skills. A general qualification guideline for positions in this class is high school education or equivalent AND experience in traffic data collection.

SPECIAL NOTE

Requires a valid driver's license.

May require frequent overnight travel.