

NOACA Job Description

NOACA is an Equal Opportunity Employer

Position: Principal Engineer	Division: Transportation Planning & Engineering
Title: Manager of Transportation Engineering	Salary Range: Minimum \$78,301 – commensurate with experience
Job Description: This position involves the ability to design, manage, and perform highly technical planning programs and projects, requiring the consistent exercise of judgment and discretion, working independently under the direction of a division director. The Principal Engineer is responsible for managing NOACA's Transportation for Livable Community Initiative (TLCI) Program; Transportation Systems Management and Operations including maintaining the regional ITS Architecture; Congestion Management Process including developing and updating NOACA's Congestion Management Plan; NOACA's Regional Safety Program (SAVE), including the production of the Safety Community Reports; and NOACA's Signal Timing Optimization Program (STOP); The Principal Engineer may also be responsible for managing and/or mentoring staff, as assigned. The Principal Engineer is responsible for implementing agency goals and objectives at the program level. The Principal Engineer may work on transportation planning efforts, as assigned, in furtherance of the mission of the Northeast Ohio Areawide Coordinating Agency (NOACA) as a metropolitan planning organization (MPO) and areawide agency.	
Duties and Responsibilities: The duties and requirements listed below are representative of the knowledge, skill, and/or ability required to successfully perform this job. To be considered for this position, an individual must be able to perform each duty in a satisfactory manner. Reasonable accommodations may be made to enable individuals with disabilities to perform these functions.	
Technical: <ul style="list-style-type: none">• Performs and manages advanced research, planning, evaluation, and report-writing as directed on one or more assigned programs.• Identifies and proposes new planning efforts/approaches.• Designs highly technical programs and projects.• Coordinates programs and projects.	
Specific: <ul style="list-style-type: none">• Employs advanced knowledge of transportation and traffic engineering issues.• Utilizes an advanced, detail understanding of transportation safety issues and specifically the Highway Safety Manual.• Utilizes an advanced understanding of transportation federal requirements and procedures.• Applies advanced abilities to use relevant software programs such as SYNCHRO, VISSIM, TRNMODEL and mentors others in such use.• Develops local traffic simulation models at micro level• Develops, proposes, and monitors budgets at program level.• Prepares draft program goals and objectives, as required.• Manages one or more Overall Work Program (OWP) programs, as assigned.• Works cooperatively with the United States Department of Transportation, the United States Environmental Protection Agency, the Ohio Department of Transportation, the Ohio Environmental Protection Agency, local agencies, and local governments regarding transportation and/or environmental planning issues, as appropriate.	
Management: <ul style="list-style-type: none">• Manages one or more lower-level Planners or Engineers, as assigned, in coordination with one division director.• Develops, maintains, and oversees compilation of a complete, accurate, and coordinated sub-division level work plan that complies with metropolitan planning agency requirements for integration with the OWP.• Develops, maintains, and oversees development of a comprehensive budget supportive of the identified sub-division level work plan.• Makes sound decisions in a timely manner and resolves difficult problems with effective solutions, exercising discretion and independent judgment with respect to matters of agency significance.	
General: <ul style="list-style-type: none">• Represents NOACA at meetings inside and outside of NOACA offices on work-related and policy issues, as directed.• Manages the collection/analysis/input of data, database design, and maintenance.• Designs and maintains databases, and mentors others on same.• Prepares and reviews reports/documents/records.• Prepares and reviews draft study designs.• Presents project-related information to NOACA Board, Committees and/or outside, organizations as required by the position.• Engages in minimal travel within the state and the continental U.S., as directed.• Works independently, under one division director.• Works on special projects as required.• Performs other duties deemed appropriate.	

<p>*Credentials and Experience:</p> <ul style="list-style-type: none"> • Bachelors Degree in appropriate field plus ten years of relevant planning experience. Masters Degree may be substituted for one year of experience • Traffic engineering experience is required • PE is preferred • Transportation/Traffic Engineer is preferred <p><u>Must be legally able to work in the United States</u></p> <p>*Minimum Requirements</p>	<p>Knowledge, Skills and Abilities:</p> <ul style="list-style-type: none"> • Advanced understanding and application of Microsoft Office software and other planning software • Advanced understanding and application of ESRI GIS software • Research skills • Written and verbal communication skills • Planning and organizational skills • Proven management and leadership abilities
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