

## TRANSPORTATION MANAGER

Performs complex professional work in managing all aspects of the County's transportation functions. Performs difficult and advanced engineering work. Does related work as required.

### **Essential Functions:**

- Provides recommendations to the County's Board of Supervisors, Planning Commission, County Administration and all other related departments on transportation related issues, concerns, projects, etc.;
- Coordinates with the Virginia Department of Transportation on all aspects of projects in and around the County, road maintenance, project scheduling, construction, all funding sources (i.e. Secondary Six Year Plan, Smart Scale, VTrans, Central Virginia Transportation Authority, etc);
  - This shall include tracking all County related issues and following them through to completion and reviewing and responding to correspondence, citizen inquiries or complaints;
- Develops policies, procedures, and standards;
  - This shall include monitoring and implementing actions related to transportation issues and legislative changes resulting in changes to county guidelines, policies or procedures.
- Develops and maintains both short and long-range transportation plans for recommendation in all applicable planning documents;
- Manages the County's Major Thoroughfare Plan;
- Represents the County on the Transportation Advisory Council with the regional Transportation Planning Organization and the regional Central Virginia Transportation Authority;
- Reviews all transportation aspects of development plans as well as tracking and managing road bonds;
- Performs all necessary inspections needed or required for the above items;
- Reviews Traffic Impact Analysis Reports and provides recommendations;
- Implements the Access Management chapter of the County code;
- Manages applicable procurement items (i.e. creates request for proposals; creates bid documents; manages contracts, etc.).
- Develops and maintains the transportation operating budget.
- Performs related work as assigned.

### **Knowledge, Skills, and Abilities (Minimum Qualifications):**

Extensive and comprehensive knowledge of the principles and practices of civil engineering, transportation engineering, site design as related to roadway construction, land-disturbing activities, local, state and federal environmental regulations, code administration, and residential and commercial site development. Knowledge of VDOT funding and processes. Skill in the use of civil engineering instruments and equipment. Ability to plan, lay out, and direct work independently. Ability to plan projects and to prepare related designs, estimates, and specifications. Ability to perform difficult engineering computations and to make comprehensive recommendations of engineering problems. Ability to establish and maintain effective working

relationships with employees and with the public. Ability to express his/herself clearly and concisely, orally and in writing. Ability to make effective and informative public presentations. Ability to operate a personal computer, other standard office equipment and/or automated systems and related software with the ability to enter, maintain, retrieve, analyze, and report technical data clearly and concisely and maintain function specific data and provide detailed reports. Possession of good professional engineering judgement. Ability to move around construction sites, climb and stoop in order to visually examine areas, structures or equipment.

**Education/Training:**

Bachelor's Degree in civil engineering, planning, or related field plus six years of increasingly responsible professional construction and/or design experience; or, an equivalent combination of experience and training which provides the required knowledge, skills, and abilities. EIT or PE registration is preferred, however, other licenses and certificates could be considered. Valid Virginia Driver's License and good driving record required.

**Additional Information:**

The starting salary range is \$75,224 - \$80,000, depending on experience. The deadline to apply is 11/30/20. An online Goochland County Employment Application must be completed for consideration and may be found at: <https://agency.governmentjobs.com/goochlandva/default.cfm> Background check, driving record check, and pre-employment drug screen required. Goochland County is an Equal Opportunity Employer.