

TRAFFIC SAFETY COORDINATOR

DISTINGUISHING FEATURES OF THE CLASS: Under supervision, compiles traffic safety statistics and evaluates them by statistical analysis procedures. The work also involves first-hand observation of road and traffic conditions as assigned by a superior. Assignments are integrated into comprehensive studies participated in by other staff members. Reports and studies are reviewed and methods of compilation examined for adherence to accepted procedures.

TYPICAL WORK ACTIVITIES: *The typical work activities listed below, while providing representative examples of the variety of work assignments in the title, do not describe any individual position. Incumbents in this title may perform some or all of the following, as well as other related activities not described.*

Supervises the work of subordinates;

Supervises the work of technicians in measuring traffic volume, taking pedestrian counts, performing speed and delay studies, turning movement counts, line of sight distances and banking angles;

Oversees the Town Highway Inventory and preparation of Town Highway Maps;

Oversees the installation of traffic counters in the field;

Responds to and meets with the public and various officials regarding highway safety;

Maintains and analyzes accident records;

Prepares maps, charts and graphs depicting the results of the studies;

Prepares plans and specifications for traffic control signs, pavement markings and signals;

Assists Town Highway Department in their various programs and acts as liaison between Town Highway Departments and County Department of Public Works;

Designs traffic signal arrangements;

Prepares and submits Federal and State aid applications;

TRAFFIC SAFETY COORDINATOR**Page 2**

Prepares safety programs, including general safety, construction and personal safety.

FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES, AND PERSONAL CHARAC-

TERISTICS: Good knowledge of the principles of traffic engineering; good knowledge of the techniques and interpretation of statistical studies of traffic accidents and projected traffic loads; good knowledge of highway design, as related to traffic safety and flow; good knowledge of the Manual of Uniform Traffic Control Devices; good knowledge of mathematics and its application to traffic engineering problems; ability to draw sketches and construct charts, maps and other engineering illustrations; ability to supervise the work of subordinate staff members.

MINIMUM QUALIFICATIONS: Either:

- (A) An Associate's Degree in Traffic Safety or related field; or
- (B) Two (2) years of experience in the operation of a traffic safety program or related engineering experience; or
- (C) An equivalent combination of training and experience as indicated in (A) and (B) above.

Y:\CLASPLAN\TRAFFIC SAFETY COORDINATOR.DOC

Last Reviewed: January 1, 1979

Jurisdictional Class: Competitive

Public Hearing: N/A

NYS Civil Service Commission Approval: N/A