



MOUNT BARKER  
DISTRICT COUNCIL

# Position Description

## Principal Traffic & Transport Engineer

### About the Position

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| Job Title:             | Principal Traffic & Transport Engineer                                                   |
| Workplace Agreement:   | Mount Barker District Council Municipal Officers Enterprise Agreement and Relevant Award |
| Classification:        | Salay Range commensurate to skills & experience                                          |
| Department / Division: | INFRASTRUCTURE & ENVIRONMENT                                                             |
| Employment Conditions: | Negotiable                                                                               |
| Reports to:            | Manager Infrastructure Planning & Engineering                                            |
| Direct Reports:        | 1-3                                                                                      |
| Position Number        | 370                                                                                      |

### About the Role

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| Role Purpose: | <p>The Principal Traffic &amp; Transport Engineer provides strategic leadership, expert technical advice, and professional oversight for transport planning, traffic engineering, and road safety initiatives across the Mount Barker District Council.</p> <p>The role is responsible for driving the delivery of the Integrated Transport Plan, developing sustainable and evidence-based transport solutions, managing complex projects and stakeholder relationships, and ensuring transport infrastructure supports the Council's vision for a safe, accessible, connected and growing community.</p> <p>As the Council's subject matter expert, the position influences policy, planning, and investment decisions while building organisational capability and fostering collaboration with government agencies, industry partners, and the community.</p> |
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## Key Responsibilities:

### Strategic Transport Planning

- Lead the implementation, monitoring and ongoing review of the Council's Integrated Transport Plan (ITP).
- Develop and deliver strategic transport initiatives that align with Council priorities, community needs and growth objectives.
- Identify emerging transport trends, opportunities and risks and provide recommendations to support long-term planning and investment decisions.
- Prepare funding submissions, business cases and grant applications to secure resources for transport-related projects and programs.

### Technical Leadership & Subject Matter Expertise

- Act as Council's principal adviser and Subject Matter Expert (SME) for transport planning, traffic engineering and road safety matters.
- Provide specialist technical advice and recommendations to internal stakeholder, elected members, government agencies and the broader community.
- Prepare, review and endorse transport studies, traffic assessments, engineering designs, plans and standards to ensure best-practice outcomes.
- Champion the Safe System approach to road safety and promote continuous improvement in transport network performance.

### Project & Contract Management

- Lead and oversee the planning, delivery and evaluation of complex transport and traffic projects.
- Manage external consultants and contractors to ensure quality outcomes, compliance with Council requirements, and achievement of project objectives.
- Monitor project scope, budgets, risk and timelines to ensure effective project governance and delivery.

### Team Leadership & Capability Development

- Provide leadership, technical mentoring and professional guidance to Council staff involved in transport planning and traffic engineering activities.
- Foster knowledge sharing and build organisational capability in transport planning, traffic engineering and road safety practices.
- Contribute to culture of continuous improvement, innovation, collaboration and high performance.

### Governance, Compliance and Reporting

- Ensure transport planning and engineering activities comply with relevant legislation, standards, policies and Council requirements.
- Prepare high-quality reports, briefings, correspondence and recommendations for management, Council and external stakeholders.
- Monitor and report on transport project outcomes, performance measure and strategic objectives.

## General Responsibilities

- Comply with Council's Conduct and Behaviour Policy and all other policies and procedures as varied from time to time.
- Manage all Corporate Records in accordance with the State Records Act 1997 and required policies and procedures.

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|                             | <ul style="list-style-type: none"> <li>• Within the scope of this position, manage all risks within the workplace as defined by Council's Enterprise Risk Management Policy.</li> <li>• Responsible for purchasing goods and services in accordance with purchasing guidelines and delegated financial limits.</li> <li>• To be made aware of the objectives and strategies contained within the Mount Barker 2035 – District Strategic Plan and the broad strategic direction of Council.</li> <li>• Guide and mentor junior staff through being available and accessible, sharing knowledge and displaying Council's Leadership Values.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Required Skills & Knowledge | <ul style="list-style-type: none"> <li>• Extensive knowledge of the principles of transport planning and traffic engineering.</li> <li>• Highly developed conceptual, analytical and critical thinking skills to understand the wider council and regional context and make long-term sustainable recommendations related to transport planning and engineering.</li> <li>• Desirable - Experience in the preparation of funding applications for strategic initiatives.</li> <li>• Highly developed written and verbal communication skills that support the clear articulation of ideas and concepts to all audiences.</li> <li>• Detailed knowledge of the various guiding codes, guidelines, legislation and standards that inform best practice transport planning and traffic engineering.</li> <li>• Ability to work within a team in a collaborative manner to utilise the diverse experience and skills and deliver quality outputs.</li> <li>• Demonstrated ability to be self-directed, self-motivated, exercise initiative and apply sound professional judgement.</li> </ul> |
| Required Experience         | <ul style="list-style-type: none"> <li>• Extensive technical experience in the field of transport planning and traffic engineering, supporting transport planning and traffic engineering projects and programs in a municipal environment.</li> <li>• Extensive experience in the assessment, development and preparation of engineering and transport strategy in relation to; <ul style="list-style-type: none"> <li>o Road safety,</li> <li>o Car parking</li> <li>o Active transport; and</li> <li>o Road network management.</li> </ul> </li> <li>• Sound experience writing technical documents and reports in a clear and understandable prose.</li> <li>• Highly desirable to have experience engaging with communities to hear ideas, articulate understanding and convey technical ideas in planning terms.</li> <li>• Experience in the provision of engineering/technical advice and desirably mentoring of other engineering professionals.</li> </ul>                                                                                                                      |
| Required Qualifications     | <ul style="list-style-type: none"> <li>• Diploma or Degree qualified in Civil Engineering or other relevant discipline OR equivalent extensive and relevant experience.</li> <li>• Qualifications/registration as a Road Safety Auditor (desirable).</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

## Our Values & Behaviours

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| Safety Aware | <ul style="list-style-type: none"> <li>• We create a safe workplace.</li> <li>• We do our work safely, take responsibility for our own safety and care about the safety of others.</li> </ul> |
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|               | <ul style="list-style-type: none"> <li>• We will actively work toward eliminating physical or psychological harm against persons by identifying threats and vulnerabilities and implementing risk reduction strategies.</li> </ul>                                                                                                                                                                                                                              |
| Authentic     | <ul style="list-style-type: none"> <li>• We do what we say we will do.</li> <li>• We communicate clearly, respectfully and honestly.</li> <li>• We know when to encourage others to step up and make decisions.</li> <li>• We contribute to a positive work environment through sharing success stories, key learnings and supporting each other.</li> </ul>                                                                                                    |
| Accountable   | <ul style="list-style-type: none"> <li>• We take responsibility, accept the consequences of our actions and actively seek a positive outcome.</li> <li>• We are prepared to make difficult / unpopular decisions and own them.</li> <li>• We recognise that we are all different in the way we react to situations or interact with others.</li> <li>• We understand 'why' we are here – every interaction is linked to positive community outcomes.</li> </ul> |
| Courageous    | <ul style="list-style-type: none"> <li>• We proactively contribute ideas and solutions - there is no such thing as a bad idea.</li> <li>• We contribute to a supportive 'no blame' environment where mistakes are seen as an opportunity to learn and develop capability.</li> <li>• We are willing to step into the unknown and take (considered) risks.</li> <li>• We will celebrate and share examples of innovative thinking.</li> </ul>                    |
| Collaborative | <ul style="list-style-type: none"> <li>• We act as ambassadors for our respective teams at meetings, turning our mobile phones to silent and ensuring we are well prepared.</li> <li>• We listen to, respect and value the diversity of ideas and opinions.</li> </ul>                                                                                                                                                                                          |

## Work Health & Safety Responsibilities

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|  | <ul style="list-style-type: none"> <li>• Ensure full compliance with Council's Safety and Rehabilitation Policies, Procedures and Instructions, specifically taking action on all points of the employee's responsibility as outlined in Council's WHS and Return to Work Policy.</li> <li>• Ensure full compliance with responsibilities under the WHS Act 2012, the WHS Regulations 2012 and other relevant legislation, in particular: <ul style="list-style-type: none"> <li>o Take reasonable care for your own safety and that of others at their work.</li> <li>o Accept the responsibilities in the course of performing your work with regard to the use of safety devices and protective equipment.</li> <li>o Report safety hazards to supervisors to minimise and control risk.</li> <li>o Report immediately any incident or injury which arises in the course of your work.</li> <li>o Ensure completion of induction, instruction and training prior to undertaking tasks.</li> <li>o Ensure that you are not affected by the consumption of alcohol or drugs so as not to endanger your own safety at work or the safety of any other person.</li> <li>o Ensure personal adherence to Council's WHS Policies, Safety Work Procedures, Safe Operating Procedures and Safety Instructions.</li> </ul> </li> </ul> |
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### Special Conditions

- ☒ Current C South Australian Drivers licence
- ☒ Satisfactory clearance of Police Check

### Our Agreement

Manager Name:

Signature:

Date:

This position description reflecting the responsibilities, duties and skill requirements for the position, has been discussed with the incumbent.

Employee Name:

Signature:

Date:

General Manager:

Signature:

Date:

(GM Approval required if PD revised)