

Road Operations Technologist

Requisition Number: 135

Job Type: Permanent Full-Time

Location: Rocky View County, Alberta

Number of Positions: 1

Rocky View County values our employees and provides a welcoming and stable work environment where positive energy, creativity, and a service mindset are encouraged. We seek individuals who enjoy making a difference and contributing meaningfully to a vibrant community. Our valued and diverse team of 500+ employees are provided with the same concern, respect, and caring attitude as the over 40,000 people who call Rocky View County home.

At Rocky View County we value employee work/life balance. Staff are provided with opportunities to grow professionally while being supported with paid training, a competitive salary, benefits after 30 days, 27 paid days off in their first year, plus general holidays, a pension plan, paid sick time, and a hybrid work environment for eligible positions.

Position Summary

Reporting to the Supervisor, the Road Operations Technologist is responsible for the coordination and implementation of a combination of road operation programs and activities including road use agreements, road bans, transportation permitting, road approach applications, shallow utility installation applications, roadway lines and message markings, traffic signals, streetlights, bridge files, traffic control warrant analyses and the associated inspections and reporting on road, bridge, utility and drainage infrastructure.

Core Accountabilities

Operations

- Administer:
 - Road Approach Applications that are not a condition to subdivision or development permit. Includes performing pre-construction and post-construction inspections to ensure compliance to County Servicing Standards.
 - Road Right-of-Way Access Agreements and Shallow Utility Line Assignment Applications for shallow/deep utility installations within the County's road right-of-way. Includes preparing agreements/approval letters, reviewing line assignment drawings and traffic accommodation strategies, performing pre- and post-disturbance inspections, and co-ordinating any reclamation work.
 - Road Use Agreements for heavy haul truck activities along the County's road system. Includes preparing agreements, reviewing traffic accommodation strategies, performing pre and post haul road inspections, and co-ordinating any road repair work.
 - Road Licenses for Grazing/Cultivation along the County's undeveloped road rights-of-way. Includes preparing licenses, performing road inspections, and collecting fees.



- Annual Agricultural Permits for hauling activities by County farmers using the County's road system. Includes preparing permits, performing road inspections, and co-ordinating any road repair work.
- Roadway lines and message markings painting program. Prepare tender document with location maps, quantity tables, standards, and specifications; select contractor; prepare contract agreement; and process payment.

Administration

- Set, implement, and monitor County Road Bans in coordination with the Manager.
- Respond to road ban and transportation permitting inquiries. Liaise with the County's road use permitting agency and County Road Maintenance regarding road conditions, preferred vehicle routing and requests to haul above posted road bans. Perform pre and post haul road inspections, co-ordinate any road repair work and map all heavy haul permits.
- Administer and monitor (including the co-ordination of inspection, maintenance, and replacement) of the County's bridge file inventory (culverts sized 1.5m in diameter, or greater, and standard bridges), streetlights inventory and traffic signals inventory.
- Liaise with the CN Railway and CP Railway authorities to co-ordinate maintenance and upgrade work to railway crossings along the County's road system.
- Prepare warrant analyses for traffic control signage requests including adjustments to posted speeds. This involves review of pertinent standards and specifications, performing road inspection to collect roadway features and collecting traffic data.
- Review Development Permit application circulations and provide comments from a road operations perspective.
- Respond to miscellaneous inquiries from the public.
- Represent the County as a stakeholder for functional studies in conjunction with municipal and provincial agencies.
- Act as a resource and provide supporting information/documentation to other departmental employees across the organization as requested which includes:
 - Attending roadway construction completion and final acceptance inspections to provide comments from a road operations perspective.
 - Performing pre-construction and post-construction inspections for road approaches that are a condition to subdivision or development permit.

General

- Foster positive relationships with internal and external customers.
- Display a professional and ethical responsibility to protect privacy, use information appropriately, and maintain the confidentiality and security of all information related to employees, business, and residents of Rocky View County.

- Perform other duties and special projects as assigned.

Position Requirements

Completion of Civil Engineering Technology Diploma or equivalent certification in a related field along with a minimum of five years progressively responsible and diversified experience.

- Display strong communication skills, both written and verbal.
- Demonstrate excellent customer service, organizational, prioritizing, time management skills and problem-solving skills, including the ability to listen effectively to resolve core issues.
- Proficient in conducting risk assessments, evaluating potential mitigation options and presenting data-driven recommendations.
- Promote a work environment that is productive, reliable, efficient, and geared towards service excellence by working collaboratively with coworkers, the public and external organizations and representatives.
- Knowledge of municipal, highway engineering and construction practices, procedures and specifications related to the position.
- Demonstrate knowledge and experience of basic MS Office Suite as well as basic keyboarding skills.
- Possess a valid class 5 driver's license.
- Work in accordance with the requirements established by the RVC Health and Safety Program and the Alberta OHS Act, Regulation and Code.
- Take reasonable care to protect their health and safety and other persons at or in the vicinity of the worksite while they are working.

We thank applicants for their interest. Only those selected for an interview will be contacted.

Applications can be submitted online at www.rockyview.ca/careers

Closing Date: March 3, 2024 or until a suitable candidate is found.