

OPEN POSITION

Traffic Data Technician

The Lehigh Valley Planning Commission (LVPC) is hiring a Traffic Data Technician for the region's traffic counting program. The position is seasonal with manual and machine traffic counts generally collected during the summer through mid-fall with a weekday schedule, Monday-Friday. The Traffic Data Technician is anticipated to work 20-30 hours per week through the season under direct supervision of the Director of Transportation Planning and Senior Planning Technician.

Responsibilities

1. Participates in collection and presentation of data on traffic flow.
2. Places automatic counting machines at designated sites, assures counting machines operate accurately and collects data from machines.
3. Performs classification of vehicular traffic; records vehicle occupancy counts; conducts highway and transit surveys; and manually counts pedestrian and bicycle traffic as required.
4. Utilizes automatic traffic count devices to collect traffic data including setting up traffic counters at various locations throughout Lehigh and Northampton Counties, monitoring operations periodically, and retrieving count information.
5. Observes, measures and records traffic flow characteristics such as gaps, turning movements, stops, delays, speed, classification of vehicles, and pedestrian movements.
6. Collects data for inventory of physical characteristics of highway systems.
7. Surveys and reports physical and operational features of readings and intersections for inclusion in technical reports, as required.
8. Conducts travel time surveys and other transportation surveys.
9. Maintain traffic counting equipment.
10. Follows established state and federal guidelines for working safely on roadways.
11. Utilizes computer applications to maintain records, analyze data and prepare reports.
12. Drives a van, provided by the LVPC, to study traffic movement and place traffic counters.
13. Performs related work as required.

Knowledge, Skills and Abilities

Any combination of education, training, and experience providing the following knowledge, skills, and abilities:

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- Installation and operation of various data collection equipment and related computer software applications.
 - Data entry and maintenance of traffic count database information.
 - Ability to install and maintain various data collection equipment using various hand and power tools.
 - Ability to utilize computer software applications including word processing, database, and spreadsheet.
 - Ability to follow oral and written instructions.
 - Ability to communicate effectively both verbally and in writing.
 - Ability to perform effectively as a member of a team in carrying out the LVPC's stated mission and philosophy.
 - Ability to deal effectively and courteously with co-workers and the public.
 - Ability to perform the essential functions of the job without posing a direct threat to the health and safety of others.
 - Ability to operate a vehicle in a responsible and safe manner.

Experience, Education, and Training

Graduation from high school or a GED required. Experience in traffic data collection or a related area is preferred but not required.

Physical Requirements

- Perform bending, sorting, kneeling, standing for long periods of time, and reaching to both ground level and overhead
- Hand count in a vehicle for minimum of four-hour increments
- Lift and carry medium weight objects of 50-75 lbs. such as traffic counters and other related equipment
- Push and pull up to 20 pounds
- Hold, grip, and raise objects
- Perform traffic counts in adverse weather conditions
- Must have ability to operate a computer keyboard and/or mouse on a regular basis
- Ability to wear work boots that cover the ankles and safety equipment as a physical requirement as outlined in the Traffic Count Safety Assurance Program by the Pennsylvania Department of Transportation.

Working Environment

Primarily outdoor work with minimal indoor work. Subject to extreme weather conditions, dust, fumes and pollen while working outdoors; susceptible to safety hazards associated with working in and around moving traffic; subject to constant and possibly extreme noise; may be subject to poor lighting when working in early morning and twilight conditions; subject to a wide range of working hours due to placement and retrieval of equipment.

Licensing/Certification

Must possess and maintain a valid Pennsylvania Driver's License.

Miscellaneous Requirements

Flexible schedule with a variety of working hours.

Compensation

\$18.00-\$20.00/hour depending on experience.

How to Apply

Completed an LVPC Employment Application, located here:

<https://lvpc.org/pdf/2021/job%20postings/LVPC%20Application%20for%20Employment.pdf>

Or send a letter of interest and current resume to:

Bruce Rider, Director of Administration
Lehigh Valley Planning Commission
961 Marcon Blvd., Suite 310
Allentown, PA 18109
Email: jobs@lvpc.org

[Direct any questions to \(610\) 264-4544.](tel:6102644544)

Further Information

In Compliance with the Immigration Reform and Control Act of 1986, applicants hired by LVPC must show acceptable proof of identity and evidence of authorization to work in the United States.

Position open until filled. Review of applications and interviews will begin immediately.

Visit www.lvpc.org for more information on the Lehigh Valley Planning Commission, our work program, products and services.

The Lehigh Valley Planning Commission provides equal employment opportunities to all employees and applicants for employment without regard to race, color, religion, sex, sexual orientation, national origin, age, disability or genetics. In addition to federal law requirements, Lehigh Valley Planning Commission complies with applicable state and local laws governing nondiscrimination in employment. This policy applies to all terms and conditions of employment.

Persons with a disability who need assistance with their application or that need this announcement in an alternative format may call (610) 264-4544.
