

INTELLIGENT TRANSPORTATION FUSION CENTER SUPERVISOR

Nature of Work

Under general supervision works in an Intelligent Transportation Fusion Center (ITFC) under the ITFC Manager supervising the day to day operations of the ITFC within the Department of Transportation. Work involves traffic systems control, incident/congestion management and communications. Employees operate state of the art, computerized traffic management work stations designed to facilitate traffic flow and minimize congestion. Supervises ITFC Operators and will perform other supervisory duties required in order to maintain the operations of the ITFC without interruption. This is a working supervisory position and receives supervision from an Intelligent Transportation Fusion Center Manager or other designated official. Employees may be required to work rotating shifts, to include evenings, nights, weekends and holidays. In an event of emergency highway conditions, employees are subject to call back during scheduled off hours. May be required to work and/or relocate to the Auxiliary Intelligent Transportation Management Center located in Huntington or an emergency location on a temporary basis. Performs related work as required.

Examples of Work

Essential Job Functions (Any specific position in this class may not include all of the duties listed, nor do the examples listed cover all of the duties which may be assigned.)

Plans, assigns, and coordinates the work of subordinates; trains employees in work methods.

Advises subordinates of changes in policy and procedure.

Interprets and applies departmental policies and regulations for employees and others in state government.

Prepares various logs and reports pertaining to traffic conditions, incident management, equipment placement.

Assess congestion levels and incident condition and severity, brief Manager of situation and possible ramifications, and respond accordingly.

Supervises and performs programming and operates motorist information systems such as dynamic message (DMS) and highway advisory radio (HAR).

Monitors closed-circuit television system, police scanners and citizens' band radio transmissions for incident detection and verification.

Monitors and transmits radio communications between State and/or other agencies, such as the West Virginia Department of Highways, West Virginia State Police, METRO 911, and other agencies having jurisdiction in ITS Corridors.

Monitors, gathers relays Emergency, Traffic, Safety, Weather and other information to the appropriate agency.

Verify incidents and congestion using closed-circuit television surveillance system and electronic data.

Dispatches necessary response equipment to incident scenes.

Programs and operates Internet Website information network.

Checks districts daily to record weather, stream and other hazardous conditions.

Monitors statewide weather forecasts, and transmits this information.

Answer inquiries from the public and media and provides the appropriate information.

INTELLIGENT TRANSPORTATION FUSION CENTER SUPERVISOR (CONT'D)

Examples of Work (Cont'd)

Relay information to agency personnel
Receives traffic and incident data from the Geographic Information System (GIS).
Monitors Roadway Weather Information Systems (RWIS) and (ESS) Sensors.
Records weather and road condition tapes for Highway Advisor Radio (HAR).

Knowledge, Skills and Abilities

Knowledge of the operating commands of several different systems.
Knowledge of the operation communications systems.
Knowledge of the West Virginia State Highway system.
Knowledge of departmental plans or procedure.
Knowledge of the functions and applications of the equipment utilized in providing effective incident management.
Knowledge of English usage and grammar.
Knowledge of hazardous materials codes.
Skill in map reading.
Skill in providing effective communication.
Skill in communicating information to various organizations including the media.
Ability to supervise, train, and assign work to subordinate staff.
Ability to learn about state and national emergency facilities, services and notification techniques.
Ability to listen well and speak clearly and distinctly.
Ability to establish and maintain effective working relationships with co-workers, emergency/public safety personnel and the media.
Ability to monitor closed circuit television screens and radio transmissions.
Ability to function in stressful situations that require immediate responses.
Ability to manage incident scenes and direct personnel in stressful situations.
Ability to develop work schedules for subordinate staff.
Ability to prepare various logs and reports pertaining to traffic conditions, incidents management and equipment placement.
Ability to operate a computer.

Minimum Qualifications

Training: Graduation from a standard high school or equivalent.

Experience: Five years full-time or equivalent part-time paid experience as an emergency telecommunicator, or equivalent experience in an electronic management center, two years of which must have been in a supervisory or lead worker capacity.

Promotional Only: Three years as an Intelligent Transportation Fusion Center Operator may substitute for the required experience.

INTELLIGENT TRANSPORTATION FUSION CENTER SUPERVISOR (CONT'D)

Minimum Qualifications (Cont'd)

Special Requirement: (1) Applicants may be subject to a background check which may impact on employment. (2) A history of arrest or conviction is not an automatic disqualification to employment. (3) Employees in this classification are considered “Essential Employees” and may be required to sign and agree to all policies and procedures relating to “Essential Employee” status. (4) Employee may be required to submit to a drug or/and alcohol testing at anytime as defined by the Department of Personnel policies. (5) A valid West Virginia driver’s license may be required.

Established: 08/21/08
Revised: 3/13/09
Effective: 3/13/09