DEPARTMENT OF STATE CIVIL SERVICE
P.O. BOX 94111-CAPITOL STATION
BATON ROUGE, LA 70804-9444

POSITION DESCRIPTION APPROVAL

Form Est: 03/2015

STATECIVILSERVICE

Department:	0700 - DOTD
Agency:	0276 - DOTD-Engineering & Operations
Position Number:	50347457

Allocation Action:	Affirmed
Official Allocation:	ENG 7
Job Code:	109340
Pay Level:	TS-320
Delegated:	No
Career Progression Group:	No
Master Job Description:	No
Effective Date:	07/27/2022
Position Audited:	No
Audit Date:	
Comments:	

Log Number:	193645
Consultant:	JCA
Supervisor:	DBA

STATECIVILSERVICE

POSITION DESCRIPTION

Form Revision Date: 7/2021

STATE CIVIL SERVICE
P.O. BOX 94111 – CAPITOL STATION
BATON ROUGE, LA 70804-9111
SCSPDS@la.gov

1 TYPE OF REQUEST

Check appropriate request boxes. If master job description, please attached master list of positions.

☒ UPDATE ☐ AGENCY APPEAL ☐ MASTER ___ # requested

☐ JOB CORRECTION ☐ 5.3 APPEAL ☐ CAREER PROGRESSION GROUP

☐ NEW POSITION

MAJOR AGENCY CODE & PERSONNEL AREA CODE	POSITION NUMBER
700/0276	50347457

CURRENT OFFICIAL JOB TITLE (IF POSITION IS IN A CPG, LIST CAP OF ALLOCATION)	CURRENT PAY LEVEL	CURRENT OFFICIAL JOB CODE
Engineer 7 - DOTD	TS-320	00109340
REQUESTED OFFICIAL JOB TITLE	REQUESTED PAY LEVEL	REQUESTED OFFICIAL JOB CODE

2 INFORMATION REQUIRED FOR NEW POSITION *FOR LA GOV HCM AGENCIES ONLY*

ORGANIZATIONAL UNIT NUMBER	WORK PARISH	PERSONNEL SUBAREA	EMPLOYEE GROUP (CHOOSE ONE)
50356761	E.B.R.(17)		☐ FT HOURLY ☒ FT SALARY ☐ PT HOURLY

COST CENTER	GRANT	FUND	WBS ELEMENT	ORDER
2764045600		27600TT102		

3 GENERAL INFORMATION

EMPLOYEE'S NAME – LAST, FIRST	Employee Qualifies For Job	HUMAN RESOURCES CONTACT
Smith, Erik	☒ Yes ☐ No	Jennifer K. Mizzell

AGENCY/DEPARTMENT – OFFICE – DIVISION	HUMAN RESOURCES TELEPHONE
DOTD - Operations - ITS Section 56 - Unit 001	(225) 379-1902

OFFICIAL TITLE OF SUPERVISOR	DIRECT SUPERVISOR'S POSITION NUMBER	HUMAN RESOURCES EMAIL
Engineer 8 - DOTD	50357403	Jennifer.Mizzell@la.gov

4 COMPARATIVE POSITIONS

List positions that have similar or identical duties to this position.

INCUMBENT NAME	POSITION NUMBER	OFFICIAL JOB TITLE / AGENCY

5 SUPERVISORY ELEMENTS

ORGANIZATIONAL CHART MUST BE ATTACHED

☒ DETERMINES WORK ASSIGNMENTS ☒ RECOMMENDS HIRING/PROMOTIONS ☒ TRAINS STAFF

☒ REVIEWS AND APPROVES WORK ☒ PREPARES & SIGNS PES RATING ☒ APPROVES LEAVE

6	NUMBER OF DIRECT SUBORDINATES

6 ATTACHMENTS

Check to indicate attachments.

☒ Organizational Chart **(required)** ☒ Duties / Responsibilities **(required)** ☐ Comments ☐ MJD Position Numbers ☐ Contracted Personnel Form

7 SIGNATURES

Sign and print below.

	DATE	
EMPLOYEE	7-26-22	☒ I certify that the information in this document is true and correct to the best of my knowledge. ☐ I certify that I have reviewed the position description. I disagree with a portion of the contents and have attached comments.
DIRECT SUPERVISOR	DATE	☒ I certify that I agree with this document. ☐ I certify that I have reviewed the position description. I disagree with a portion of the contents and have attached comments.
APPOINTING AUTHORITY (if required) Joshua Harrouch ITS-Director PRINT NAME AND TITLE OF APPOINTING AUTHORITY	7/26/22	☒ I certify that I agree with this document. ☐ I certify that I have reviewed the position description. I disagree with a portion of the contents and have attached comments.

8 JOB DUTIES AND RESPONSIBILITIES

Provide a brief statement describing the function of work or reason why the position exists. List duties indicating the percent of time spent for each area of responsibility. If applicable, describe any unusual physical demands and/or unavoidable hazards of the position. Attach additional pages if necessary.

PERCENTAGES MUST TOTAL 100% LIST DUTIES IN DECREASING ORDER OF IMPORTANCE / COMPLEXITY. THE NEED FOR SPECIAL LICENSE, POLICE COMMISSION, KNOWLEDGE OR TRAINING MUST BE INDICATED BELOW, IF APPLICABLE.

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)
INFRASTRUCTURE MANAGEMENT AND COMMUNICATIONS

MAINTENANCE AND COMMUNICATIONS ENGINEER MANAGER (Engineer 7)

The mission of the position is oversee and manage the systems engineering, operations, and maintenance of the statewide ITS infrastructure assets necessary to sustain effective delivery the ITS program. This position is a top-level engineering manager for the Department in the field of ITS infrastructure management and operations, which includes technical network management of all ITS field assets such as CCTV traffic video systems, advanced traffic detectors, electronic message boards, highway advisory radio, weigh-in-motion facilities, computerized traffic signal control systems, high-speed fiber-optics and wireless voice, video, and data networks, and administration of Departmental telecommunications. The position supervises all Systems Engineering, maintenance and communications activities of the Department's ITS program as directed by the ITS Director and regularly consults with District Administrators, District Traffic Engineers, Project Engineers, and Section/District Heads in constructing and sustaining an effective and reliable ITS infrastructure.

35% Supervises and oversees all Systems Engineering (SE), field device maintenance, and data, voice, and video support for the statewide ITS program at the discretion of the ITS Director. Plans, engineers, and directs Departmental and/or contractual resources to deploy and manage the Department's ITS infrastructure, which includes all ITS field assets, voice, video, and data networks, and telecommunications resources. Plans, selects, coordinates, and issues assignments of all work activities to the ITS and Telecommunications Unit personnel. Provides technical expert maintenance resources across the Department and other state agencies and federal and local governing bodies for sustained ITS implementation. Special oversight is provided in the design, development and implementation of the Traffic Management Centers and maintenance of the statewide voice, video, and data infrastructure. Additional technical oversight is provided on the implementation and maintenance oversight of specialized systems such as automation of weigh-in-motion stations and Internet I/P networks. Works with the ITS Engineering Manager by serving on the statewide ITS Technical Advisory Council, which is responsible for planning and developing ITS systems policy and framework for building and sustaining the state's ITS infrastructure and integrated system.

30% Supervises, oversees, and performs Systems Engineering (SE), troubleshooting, installation, and inspection services for ITS maintenance projects statewide. Facilitates SE management activities through direct supervision of ITS managers/supervisors and/or professional consultants/contractors and indirect supervision of field technicians in the delivery of SE and maintenance services on all ITS deployment projects. Works with District Project and Maintenance Engineers and maintenance engineering personnel from other agencies and allocates SE and other technical maintenance resources for other applicable technology projects where such projects benefit the state's ITS program.

25% Supervises and directs highly complex tasks in the research, planning, selection, procurement, installation, and maintenance of the statewide wired, wireless, and cellular telecommunications systems. Tasks include knowledge of and responsibility for communications components such as: digital/analog/VOIP telephone systems, cellular telephones, voice mail, pagers, digital/analog microwave systems, LAN/WAN, outdoor wirelessLAN, network alarm systems, marine electronics, mobile 700/800mhz communications systems, etc.

5% Performs technical research and document preparation on state-of-the-art technologies required to build and sustain the ITS infrastructure. Incorporates national ITS and communications protocol standards in the development of technical specifications for the Department's ITS program. Develops and maintains DOTD standard plans and specifications for ITS and works with all managers within the ITS Section to ensure standards are kept up to date.

5% Represents the Department in organizations including Transportation Research Board, American Association of State Transportation Officials Advanced Subcommittee on System Operations and Management, Institute of Transportation Engineers, National Committee on the Manual of Uniform Traffic Control Devices, ITS America, and the Statewide Interoperability Executive Committee. These groups actively develop national policies, standards, and specifications, which will influence ITS and Telecommunications deployment and ultimately transportation management and operations in Louisiana. Develops professional and technical capacity building curriculum for Departmental and local agency personnel and continuously attends and sponsors national symposiums and training sessions to keep the Department abreast and trained to use the latest technology and practice on Intelligent Transportation Systems.

While in official capacity, DOTD employees must comply with applicable Louisiana and Civil Service laws, rules, and regulations, as well as DOTD policies, procedures, manuals, and directives.

LOUISIANA DEPARTMENT OF TRANSPORTATION & DEVELOPMENT

Joshua Harrouch
ITS Engineer Director
TS-322
ENGR 8
50357403

Planning & Programming

Robin Wright
Statewide TIM Coordinator
AS-619
DOTD PROG SPEC 5
50361730

Administrative & Business Support

Diana Lafleur
Admin. Assistant
AS-613
ADMIN ASST. 5
50361878

Infrastructure Management & Communications

Erik Smith
Maint. & Comm. Engr. Mgr.
TS-320
ENGR 7
50347457

Roy Esteven
ITS Systems Engr.
TS-319
ENGR 6 DCL
50310794

Coley Johnson
ITS Field Maint. Mgr.
WS-221
ITS TECH MGR
50644293

Vacant
ITS Maint. Sup
WS-220
ITS TECH SUPV
50501020

Vacant
ITS Tech
WS-219
ITS TECH SPEC
00091440

Vacant
ITS Tech
WS-219
ITS TECH SPEC
00125744

Nathaniel Anderson
ITS Tech
WS-218
ITS TECHNICIAN 3
00009115

Joey Lawson
ITS Tech
WS-218
ITS TECHNICIAN 3
50510311

David Glaviano
ITS Tech
WS-218
ITS TECHNICIAN 3
00007273

William Beatty
ITS Maint. Sup.
WS-220
ITS TECH SUPV
50644290

Don Bastin
ITS Tech
WS-219
ITS TECH SPEC
00142243

Clyde Williams
ITS Tech
WS-219
ITS TECH SPEC
00132225

Brent Hutchinson
ITS Tech
WS-218
ITS TECHNICIAN 3
50510310

Vacant
ITS Tech
WS-218
ITS TECHNICIAN 3
00014011

Vacant
ITS Systems Engr.
TS-312 - 317
ENGR 1 - 5
50369196

Vacant
ITS Systems Engr.
TS-317
ENGR 1 - 5
50319392

Mark Vignes
ITS Field Maint. Mgr.
WS-221
ITS TECH MGR
00010699

Vacant
ITS Maint. Sup
WS-220
ITS TECH SUPV
50501019

Daniel Brower
ITS Tech
WS-219
ITS TECH SPEC
50510588

Harry Doucet
ITS Tech
WS-219
ITS TECH SPEC
00185681

Timothy Keene
ITS Tech
WS-219
ITS TECH SPEC
00167501

Ronnie Hull
ITS Tech
WS-218
ITS TECHNICIAN 3
00175711

David Lockhart
ITS Tech
WS-218
ITS TECHNICIAN 3
00115736

Kent Domingue
ITS Maint Sup
WS-220
ITS TECH SUPV
50644295

Shane Maddie
ITS Tech
WS-219
ITS TECH SPEC
50510312

Robin Smith
ITS Tech
WS-219
ITS TECH SPEC
00185163

Chris Crossley
ITS Tech
WS-218
ITS TECHNICIAN 3
00092476

Kelley Davis
ITS Tech
WS-218
ITS TECHNICIAN 3
00133905

Anthony St. Philip
ITS Sys Engr. Sup
TS-319
ENGR 6 DCL
50643622

Systems Management & Operations

Lucy Kimbeng
ITS M&O Program Mgr.
TS-320
ENGR 7
50457774

Ryan Reviere
ITS Engr.
TS-319
ENGR 6 DCL
50594820

Alaa Shams
ITS Project Engr Mgr
TS-319
ENGR 6
50643619

Vacant
ITS Project Engr.
TS-317
ENGR 5
50457773

Tyler Henderson
ITS Project Engr.
TS-312 - 317
ENGR 1 - 5
50384279

Duc Ngo
ITS Project Mgr.
TS-313
DOTD PROJ MGR
50643628

Vacant
ITS Student Worker
xxxx
STUDENT
50416235

Ben Nichols
ITS Engr.
TS-317
ENGR 5
50411454

Systems Integration

Rosalinda Deville
System Integration Mgr.
TS-316
IT TECH SUPP SUPV
50396117

Proposed
TS-314 – 315
IT TECH SUPP
SPEC 1-2
50362670
Move from Sect 70 to 56

Steve Watson
ITS Network Admin.
TS-313
IT TECH SUPP ANL 3
50321326

John Frederic
System Integration
TS-312
IT TECH SUPP ANL 2
50396153
(CPG)

Proposed
System Integration
TS-311 - 313
IT TECH SUPP ANL 1-3
00128494
Move from Sect 70 to 56

Tolling Operations

Scott Rundell
Tolling Ops. Dir.
AS-622
DOTD PROG DIR
50470711

Renee Smith
AS-619
DOTD PROG SPEC 5
50641653

Mengni Jin
AS-615
DOTD PROG SPEC 3
50520201

Damond Jackson
AS-615
DOTD PROG SPEC 3
50544111

LA1 Golden Meadow Customer Service Center CSC Manager and Representatives 6 positions

SECTION 56 (ITS)

TOTAL POSITIONS:	49
Total Filled:	38
Total Vacant:	11

INTELLIGENT TRANSPORTATION SYSTEMS (ITS)
SECTION (Section 56)
Louisiana Department of Transportation and Development

Recommended Approval — Date
ITS Director

Approved — Date
Assistant Secretary of Operations

Position Information

50347457 - ITS MAINTENANCE & COMMUNICATIONS ENG MGR

SMITH, ERIK T

A total of 6 positions report directly to this position.
Of the 6 positions, 4 are currently filled.

Positions

Dist/Sect:	56
Gang:	001
Job No:	00109340
Org Unit:	50356761
Org Unit Name:	S56/G001 - INTELLIGENT TRANSPORTATION SY
Filled Date:	2006-01-12
Parish:	East Baton Rouge
Training Series?:	No
Reports To:	50357403 - HARROUCH, JOSHUA Y

Show organizational chart starting at this position.

All current DOTD Civil Service Job Titles