

SENIOR TRANSPORTATION PLANNER

DEFINITION

To administer, implement and coordinate a comprehensive City transportation and traffic planning program which incorporates system improvement and system management for current needs and for future development.

DISTINGUISHING CHARACTERISTICS

The Senior Transportation Planner exercises a high degree of independent decision making within the framework of expressed City policy. This position reports to the Transportation/Development Manager of the Public Works Department.

EXAMPLES OF DUTIES

Duties may include but are not limited to the following:

1. Reviews and analyzes all major transportation studies coordinating with appropriate City personnel.
2. Initiates long-term transportation planning efforts based on available data and reasonable projections.
3. Reviews and analyzes local plans and development projects for impact on transportation. Maintains city-wide transportation forecasting models.
4. Identifies and assigns priorities to major capital improvements based on cost effectiveness.
5. Identifies and assigns priorities to improvements designed to improve traffic flow.
6. Identifies and develops transportation systems management opportunities such as ridesharing, van pools, shuttle buses inter modal systems, and flextime work schedules.
7. Works with community groups, business organizations and major employers to achieve voluntary reduction in peak hour automobile trips.
8. Makes community presentations to inform and promote City approved programs.
9. Evaluates and recommends on effectiveness of potential mandatory transportation systems management programs

EXAMPLES OF DUTIES (continued)

10. Works closely with Bay Area Rapid Transportation, Alameda County Transit, Caltrans, and with any transportation provider impacting on Hayward's traffic needs.
11. Represents City at committees, boards, and agencies to expand cooperative planning and joint problem-solving among transportation organizations and providers including local, regional and state organizations. These include the Congestion Management Agency, Metropolitan Transportation Commission, and Caltrans.
12. Prepares long-range transportation systems management plans.
13. Prepares public relations plans to disseminate information and gain acceptance for a transportation systems program.

QUALIFICATIONS

Knowledge, Abilities and Skills

- A. Knowledge of principles, practices and techniques of transportation and traffic operations and planning.
- B. Knowledge of transportation systems management including transportation demand management.
- C. Knowledge of regional, transportation issues and traffic forecasting models.
- D. Knowledge of State, Federal and local laws and regulations related to transportation functions.
- E. Ability to identify and analyze technical problems.
- F. Ability to develop and evaluate alternative courses of action and select appropriate solutions.
- G. Ability to consolidate a variety of viewpoints into a logical proposal.
- H. Ability to clearly and persuasively present information and proposals at public meetings.
- I. Ability to review technical data and translate it into lay terms.

Knowledge, Abilities and Skills (continued)

- J. Ability to write reports and correspondence in clear, concise, technically accurate prose.
- K. Ability to maintain effective and cooperative working relationships with representatives from governmental agencies and the private sector, with co-workers and with the public.

EXPERIENCE AND EDUCATION

Any combination of experience and education that could likely provide the required knowledge and abilities would be qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: four years of experience planning, administering or managing transportation systems which required an understanding of technical aspects of transportation and including supervisory experience.

Education: equivalent to a Bachelor's Degree in planning, civil engineering, traffic engineering, business administration or a closely related discipline. Training in traffic or transportation engineering is desirable.

PROBATIONARY PERIOD: One Year

770CS95

July 1986

Revised October 1995

AAP GROUP: 4

FPPC: Non-Designated

FLSA: Exempt