

## TRANSPORTATION PLANNER

GRADE 37

FLSA Status: Exempt

### **GENERAL DEFINITION OF WORK:**

Performs responsible professional work involved in the planning, review, analysis and design of long-range and current transportation plans, programs and projects. Performs professional, technical and administrative work related to the planning, design and funding of transportation improvements. Does related work as required.

### **ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

**Developing or assisting with the development of current, long-range and/or other planning activities; assisting and providing information to the public; serving as staff support to various boards and commissions; preparing and maintaining various files, reports and records.**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Analyzes information related to transportation, such as land use plans, development plans and long-range planning needs;
- Documents and evaluates transportation project needs and costs;
- Prepares reports or recommendations on transportation planning;
- Analyzes and interprets data from traffic modeling software, GIS and associated databases;
- Defines local or regional transportation planning problems or policies;
- Reviews traffic impact analyses and development plans for transportation system effects and infrastructure requirements;
- Recommends and develops policies, ordinances, design standards and processes to improve transportation solutions;
- Collaborates with other professionals to research, analyze or resolve complex transportation design issues;
- Provides staff support to the County Transportation Committee;
- Receives and responds to traffic or street concerns from County citizens, Board of Supervisors, Transportation Committee or other entities;
- Participates in public meetings and committees related to transportation and development;
- Coordinates and manages transportation consultants;
- Writes, reviews and administers transportation grants;
- Performs related tasks as required.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

Thorough knowledge of modern principles, theory, practices and methods of transportation planning and analysis, and traditional town planning and transportation systems; general knowledge of Virginia Department of Transportation (VDOT) and industry standards and specifications; general knowledge of land development; knowledge of management concepts and practices; ability to communicate effectively both orally and in writing; ability to prepare complex technical reports in connection with transportation projects; ability to establish and maintain effective relationships with citizen groups, the general public, other governmental entities, and elected and appointed officials.

### **EDUCATION AND EXPERIENCE:**

Any combination of education and experience equivalent to graduation from an accredited college or university with major course work in urban/transportation planning, or related field, and at least five years of progressively responsible experience in transportation planning.

### **PHYSICAL REQUIREMENTS:**

This is light work requiring the exertion of up to 20 pounds of force occasionally, up to 10 pounds of force frequently, and a negligible amount of force constantly to move objects; work requires climbing, balancing, stooping, kneeling, crouching, reaching, standing, walking, pushing, lifting, fingering, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception, color perception, preparing and analyzing written or computer data, visual inspection involving small defects and/or small parts, use of measuring devices, operation of machines, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions, and atmospheric conditions.

### **SPECIAL REQUIREMENTS:**

Possession of an appropriate driver's license valid in the Commonwealth of Virginia.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.