

## PLANNER (TRANSPORTATION)

DISTINGUISHING FEATURES OF THE CLASS: Under general supervision, an incumbent of this class is responsible for organizing and conducting planning studies for the Department of Transportation. Incumbents of this class work on a fairly independent basis, receiving direction and guidance from Associate Planners and other supervisory staff. This class is distinguished from Associate Planner (Transportation) in that the Associate Planner is responsible for leading study project teams and conducting analysis on more technically complex and difficult planning studies. Supervision is not a responsibility of this class. Does related work as required.

### EXAMPLES OF WORK: (Illustrative Only)

Plans and conducts transportation studies relating to the County Transportation Plan, Transportation Improvement Program, Transit Development Plan, Strategic Plan and other regional and/or local planning efforts;

Prepares reports utilizing complex measures such as population distribution, travel patterns, socioeconomic data, passenger revenue and hours and mileage tabulations in order to develop the County Transportation Plan;

Confers with other agencies regarding the development and implementation of local transit and highway plans;

Assists in the preparation of grant applications and status reports for State and Federal transportation programs and projects;

Assists in the preparation of environmental impact studies for transportation planning purposes;

Pursues and attains capital and operating funding for the Department of Transportation;

Performs studies regarding Access to Jobs and Reverse Commute Services, Transportation and Community Systems Preservation Pilot projects, and the Clean Fuel Bus Technology Program with a view towards further enhancing transit operations and services;

Performs evaluations of transit routes and airport operations relating to scheduled running times, direction of passenger movement, and other elements that aid in the continual updating of the County's Transportation Planning Program;

Conducts field studies to identify how well the transit network and airport operations are meeting market needs and to identify needed changes;

Prepares charts, graphs and tables for presentation at public meetings and distribution to the media;

Uses computer applications or other automated systems such as spreadsheets, word processing, calendar, e-mail and database software in performing work assignments;

EXAMPLES OF WORK: (Illustrative Only) (Cont'd.)

May perform other incidental tasks, as required.

REQUIRED KNOWLEDGE, SKILLS, ABILITIES AND ATTRIBUTES: Good knowledge of the general principles and techniques used in local and regional transportation planning; good knowledge of Federal, State and regional transportation programs; ability to conduct various transportation studies; ability to analyze and interpret transportation data; ability to prepare sketches, designs and maps from field studies and office materials; ability to use computer applications such as spreadsheets, word processing, calendar, e-mail and database software; ability to communicate effectively, both orally and in writing; ability to read, write, speak, understand and communicate sufficiently in English to perform the essential functions of the position; resourcefulness; imagination; tact; good judgment; physical condition commensurate with the demands of the position.

MINIMUM ACCEPTABLE TRAINING AND EXPERIENCE: Either: (a) Bachelor's Degree\* and three years of experience (pre-or post-Bachelor's Degree) where the primary function of the position was Urban or Regional Planning, Transportation Planning, Transportation Management or a closely related field in Transportation; or (b) Bachelor's Degree\* in Urban or Regional Planning, Transportation Planning, Transportation Management or a closely related field in Transportation and two years of experience as defined in (a); or (c) a satisfactory equivalent combination of training and experience as defined by the limits of (a) and (b).

SUBSTITUTION: A Master's Degree\* in Urban or Regional Planning, Transportation Planning, Transportation Management or a closely related field in transportation may be substituted at the rate of 30 credits per year of experience for up to one year.

NOTE: Unless otherwise noted, only experience gained after attaining the minimum education level indicated in the minimum qualifications will be considered in evaluating experience.

\*SPECIAL NOTE: Education beyond the secondary level must be from an institution recognized or accredited by the Board of Regents of the New York State Department of Education as a post-secondary, degree-granting institution.