



State of Washington Transportation Planning Specialist 4

SALARY	\$6,576.00 - \$8,842.00 Monthly \$78,912.00 - \$106,104.00 Annually	LOCATION	Thurston County – Lacey, WA
JOB TYPE	Full Time - Permanent	REMOTE EMPLOYMENT	Flexible/Hybrid
JOB NUMBER	25DOT-OR-32981	DEPARTMENT	Dept. of Transportation
DIVISION	Olympic Region	OPENING DATE	08/21/2025
CLOSING DATE	9/3/2025 11:59 PM Pacific		

Description



About WSDOT

Washington State Department of Transportation (WSDOT) is a multimodal organization with a global reputation for excellence! Our dedicated workforce is responsible to plan, design, build, and operate an integrated transportation system that safely and efficiently moves people and goods throughout the state. In addition to maintaining over 18,000 lane miles of state highway and 4,100 bridges, WSDOT manages the world's longest floating bridge, executes an award-winning Active Transportation Plan, holds a record for the world's widest tunneling project, and operates the largest ferry system in the nation!

The Opportunity

WSDOT is seeking a skilled Transportation Planning Specialist 4 in Lacey, WA. This position serves as the Olympic Region's subject matter expert for National and State Environmental Policy Act (NEPA/SEPA) regulations, related policies and provides support for the Environmental & Hydraulic Services (EHS) Office to design-build contract preparation and administration. The position is responsible for planning, leading, training and directing project teams to

ensure delivery of legally sufficient project environmental review documentation (NEPA) Environmental Assessments and Environmental Impact Statements.

What to Expect

Among the varied range of responsibilities held within this role, the Transportation Planning Specialist 4 will:

- Lead and direct multi-disciplinary teams in the preparation of major environmental review documentation for agency actions that may have significant impacts on the environment.
- Plan, direct, conduct, delegate and review project specific environmental disciplines studies.
- Interpret and advise Region management and staff on federal, state, and local environmental policies and regulations to facilitate effective and adequate compliance with same.
- Assure and certify procedural adequacy of major environmental documents prepared for projects.
- Oversee consultant contracts and agreements as necessary.
- Serve as Region leader for coordination and review of major environmental documentation prepared by other agencies or private developers.
- Coordinate as necessary with other Region offices, FHWA, and HQ Environmental Services.
- Represent WSDOT and Region interests on interdisciplinary work teams.
- Assign work assignments with timelines to EHS staff.
- Monitor staff assignments for accuracy and completeness.
- Verify environmental documents are compiled and filed appropriately.
- Create clear and consistent transition plans for projects to transition from NEPA to permitting.

Qualifications

To be considered for this opportunity, the following are required:

- **Environmental Analysis and Compliance:** Demonstrated expertise in analyzing and evaluating environmental issues in accordance with National Environmental Policy Act (NEPA), State Environmental Policy Act (SEPA), and related policies and regulations.
- **Regulatory Interpretation:** Proven ability to interpret, apply, and ensure compliance with current environmental laws, regulations, and policies in transportation project contexts.
- **Written Communication:** Advanced skills in producing clear, concise, and well-organized documents, reports, and correspondence for both technical and non-technical audiences.
- **Project and Time Management:** Strong organizational skills to manage heavy workloads, prioritize tasks, and support multiple concurrent projects with tight deadlines.
- **Technical Proficiency:** Proficient in using Windows-based computers and software, including Microsoft Office Suite (Excel, Word, SharePoint, Outlook), cloud-based tools, virtual meeting platforms (e.g., MS Teams), and database systems for project tracking and information management.
- **Verbal and Interpersonal Communication:** Strong ability to effectively convey complex information to diverse audiences in both virtual and in-person settings, using a variety of communication methods such as phone, email, text, video conferencing, and online collaboration tools.
- **Collaboration and Stakeholder Engagement:** Ability to work effectively with multidisciplinary teams, coordinate with internal and external stakeholders, and foster positive working relationships to achieve project and program goals.

It is preferred that qualified candidates also have:

- Experience working with federal, state and local environmental and transportation agencies to plan, design, and/or construct transportation projects.
- Transportation Project Knowledge – Working knowledge of transportation project design and construction practices, with the ability to integrate environmental considerations into planning and execution.
- Working knowledge of federal, state, and local permits and approvals.
- Experience working with pacific northwest tribes and environments.
- Working knowledge of design-build process and contracting.

- Experience leading community outreach efforts and developing stakeholder relations that resulted in tangible coordinated, performance-based planning strategies and solutions.
- Proficiency using Projectwise, GIS, Adobe Acrobat, P6 Scheduler or similar software

Important Notes

- This recruitment may also be used to fill additional positions per business needs.
- This position offers flexible/hybrid remote work options.
- To review the full Position Description, please follow the directions in the “Contact Us” section of this posting.
- WSDOT does not use the E-Verify system, therefore we are not eligible to extend STEM Optional Practical Training (OPT). For more information, please visit www.uscis.gov.
- In addition to base salary, employees may be entitled to other forms of compensation depending on the type, duties, or location of the position. For union-represented positions, more information on other forms of compensation can be found in the applicable [Collective Bargaining Agreements](#). Information on other compensation types for non-represented positions can be found in [Chapter 357-28](#) of the Washington Administrative Code.

Why WSDOT

- [Work-Life Balance](#) – We offer flexible work schedules that allow you time for your life outside of this excellent opportunity.
- [Paid Leave](#) – In addition to 12 paid holidays, full-time employees may earn up to 25 paid vacation days per year!
- [Tuition Assistance](#) – Permanent employees have several options for assistance with education expenses, including tuition reimbursement programs, government discounts at participating colleges throughout the state, and eligibility for federal student loan forgiveness.
- [Plan For Your Future](#) – WSDOT offers a comprehensive benefits package that includes a variety of healthcare options. Employees also have their choice of state retirement programs, and much more. Go to [State Benefits](#) for more information.

Check out this video to learn more: [Why WSDOT?](#)

How to Apply

Applications for this recruitment will be accepted electronically. Your relevant experience may be evaluated to determine salary. Therefore, it is very important that the “Work Experience” portion of the application be completed in as much detail as possible.

In order to be considered for this opportunity, please include the following with your online application:

- An attached Resume outlining (in reverse chronological order) your experience to date.
- An attached Cover Letter that further explains your qualifications and indicates why you believe you are a viable candidate for this role.
- Contact details for a minimum of three (3) individuals who can attest to your work performance, technical skills, and job-related competencies. This information can be entered in the “References” section of the online application; does not require an additional attachment.

Please click the "APPLY" button to proceed. Note that you will be prompted to either sign in or create an account. This step is required in order to submit an application to this opportunity.

WSDOT is an equal opportunity employer. We value the importance of creating an environment in which all employees can feel respected, included, and empowered to bring unique ideas to the agency. Our diversity and inclusion efforts include embracing different cultures, backgrounds and viewpoints while fostering growth and advancement in the

workplace. All persons, regardless of race, ethnicity, age, veteran status, sexual orientation, and/or gender identity, are encouraged to apply. Persons with disabilities needing assistance in the application process, or those needing this job announcement in an alternative format may contact the recruiter listed.

Contact Us

For inquiries about this posting, you may contact the assigned Recruiter, Amanda Strebeck, at amanda.strebeck@wsdot.wa.gov. Please be sure to reference Transportation Planning Specialist 4 #32981 in the subject line.

Benefits

More than Just a Paycheck!

Employee benefits are not just about the kind of services you get, they are also about how much you may have to pay out of pocket. Washington State offers one of the most competitive benefits packages in the nation.

We understand that your life revolves around more than just your career. Like everyone, your first priority is ensuring that you and your family will maintain health and financial security. That's why choice is a key component of our benefits package. We have a selection of health and retirement plans, paid leave, staff training and other compensation benefits that you can mix and match to meet your current and future needs.

Read about our benefits:

The following information describes typical benefits available for full-time employees who are expected to work more than six months. Actual benefits may vary by appointment type or be prorated for other than full-time work (e.g. part-time); view the job posting for benefits details for job types other than full-time.

Note: *If the position offers benefits which differ from the following, the job posting should include the specific benefits.*

Insurance Benefits

Employees and their families are covered by medical (including vision), dental and basic life insurance. There are multiple medical plans with affordable monthly premiums that offer coverage throughout the state.

Staff are eligible to enroll each year in a medical flexible spending account which enables them to use tax-deferred dollars toward their health care expenses. Employees are also covered by basic life and long-term disability insurance, with the option to purchase additional coverage amounts.

To view premium rates, coverage choice in your area and how to enroll, please visit the [Public Employees Benefits Board \(PEBB\) website](#). The [Washington Wellness](#) program from the Health Care Authority works with PEBB to support our workplace [wellness programs](#).

[Dependent care assistance](#) allows the employee to save pre-tax dollars for a child or elder care expenses.

Other insurance coverage for auto, boat, home, and renter insurance is available through payroll deduction.

The [Washington State Employee Assistance Program](#) promotes the health and well-being of employees.

Retirement and Deferred Compensation

State Employees are members of the Washington Public Employees' Retirement System (PERS). New employees have the option of two employer contributed retirement programs. For additional information, check out the [Department of Retirement Systems'](#) web site.

Employees also have the ability to participate in the [Deferred Compensation Program](#) (DCP). This is a supplemental

retirement savings program (similar to an IRA) that allows you control over the amount of pre-tax salary dollars you defer as well as the flexibility to choose between multiple investment options.

Social Security

All state employees are covered by the federal [Social Security](#) and Medicare systems. The state and the employee pay an equal amount into the system.

Public Service Loan Forgiveness

If you are employed by a government or not-for-profit organization, and meet the qualifying criteria, you may be eligible to receive student loan forgiveness under the [Public Service Loan Forgiveness Program](#).

Holidays

Full-time and part-time employees are entitled to paid holidays and one paid personal holiday per calendar year.

Note: Employees who are members of certain Unions may be entitled to additional personal leave day(s), please refer to position specific [Collective Bargaining Agreements](#) for more information.

Full-time employees who work full monthly schedules qualify for holiday compensation if they are employed before the holiday and are in pay status for at least 80 nonovertime hours during the month of the holiday; or for the entire work shift preceding the holiday.

Part-time employees who are in pay status during the month of the holiday qualify for the holiday on a pro-rata basis. Compensation for holidays (including personal holiday) will be proportionate to the number of hours in pay status in the month to that required for full-time employment, excluding all holiday hours. Pay status includes hours worked and time on paid leave.

Sick Leave

Full-time employees earn eight hours of sick leave per month. Overtime eligible employees who are in pay status for less than 80 hours per month, earn a monthly proportionate to the number of hours in pay status, in the month to that required for full-time employment. Overtime exempt employees who are in pay status for less than 80 hours per month do not earn a monthly accrual of sick leave.

Sick leave accruals for part-time employees will be proportionate to the number of hours in pay status, in the month to that required for full-time employment. Pay status includes hours worked, time on paid leave and paid holiday.

Vacation (Annual Leave)

Full-time employees accrue vacation leave at the rates specified in [WAC 357-31-165](#)(1) or the applicable collective bargaining agreement (CBA). Full-time employees who are in pay status for less than 80 nonovertime hours in a month do not earn a monthly accrual of vacation leave.

Part-time employees accrue vacation leave hours in accordance with [WAC 357-31-165](#)(1) or the applicable collective bargaining agreement (CBA) on a pro rata basis. Vacation leave accrual will be proportionate to the number of hours in pay status, in the month to that required for full-time employment.

Pay status includes hours worked, time on paid leave and paid holiday.

As provided in [WAC 357-58-175](#), an employer may authorize a lump-sum accrual of vacation leave or accelerate the vacation leave accrual rate to support the recruitment and/or retention of a candidate or employee for a Washington Management Service position. Vacation leave accrual rates may only be accelerated using the rates established WAC 357-31-165.

Note: Most agencies follow the civil service rules covering leave and holidays for **exempt** employees even though there is no requirement for them to do so. However, agencies are required to adhere to the applicable RCWs pertaining holidays and leave.

Military Leave

Washington State supports members of the armed forces with 21 days paid military leave per year.

Bereavement Leave

Most employees whose family member or household member dies, or for loss of pregnancy, are entitled to five (5) days of paid bereavement leave. In addition, the employer may approve other available leave types for the purpose of bereavement leave.

Additional Leave

[Leave Sharing](#)

[Parental Leave](#)

[Family and Medical Leave Act \(FMLA\)](#)

[Leave Without Pay](#)

Please visit the [State HR Website](#) for more detailed information regarding benefits.

Updated 07-21-2025

Employer

State of Washington

Address

[View Job Posting for Agency Information](#)

[View Job Posting for Location, Washington, 98504](#)

Website

<http://www.careers.wa.gov>

Transportation Planning Specialist 4 Supplemental Questionnaire

***QUESTION 1**

Please select the response that best describes your highest level of education:

- ☐ Master's degree or higher
- ☐ Bachelor's degree
- ☐ Associate's or Technical (2-year) degree
- ☐ Some college, no degree
- ☐ High School Diploma
- ☐ None of the above

***QUESTION 2**

Please list the highest level of education and field of study you have completed, as well as any other academic and/or professional development course you have completed.

***QUESTION 3**

Please select the response that best describes your total years of experience as a Transportation Planning Specialist 3, Transportation Engineer 3, Landscape Designer 3, or equivalent classification in city or county agencies:

- ☐ I have five (5) or more years of this experience

- ☐ I have 3 – 5 years of this experience
- ☐ I have 2 – 3 years of this experience
- ☐ I have less than two (2) years of this experience
- ☐ I do not have this experience

***QUESTION 4**

Please briefly describe your experience as a Transportation Planning Specialist 3, Transportation Engineer 3, Landscape Designer 3, or equivalent classification in city or county agencies. If you do not have this experience, please note 'N/A'.

***QUESTION 5**

Please select the response that best describes your total years of professional experience involving analysis and evaluation of environmental issues and problems related to the National and State Environmental Policy Act (NEPA/SEPA) regulations and/or related policies:

- ☐ I have ten (10) or more years of this experience
- ☐ I have 8 – 10 years of this experience
- ☐ I have 6 – 8 years of this experience
- ☐ I have less than six (6) years of this experience
- ☐ I do not have this experience

***QUESTION 6**

Please briefly describe your professional experience involving analysis and evaluation of environmental issues and problems related to the National and State Environmental Policy Act (NEPA/SEPA) regulations and/or related policies. If you do not have this, please note 'N/A'.

***QUESTION 7**

Do you have proven ability to interpret, apply, and ensure compliance with current environmental laws, regulations, and policies in transportation project contexts?

- ☐ Yes
- ☐ No

***QUESTION 8**

Do you have experience working with federal, state and local environmental and transportation agencies to plan, design, and/or construct transportation projects?

- ☐ Yes
- ☐ No

***QUESTION 9**

Do you have experience working with pacific northwest tribes and environments?

- ☐ Yes
- ☐ No

***QUESTION 10**

Do you have experience leading community outreach efforts and developing stakeholder relations that resulted in tangible coordinated, performance-based planning strategies and solutions?

- ☐ Yes
- ☐ No

***QUESTION 11**

Please select the computer programs you are proficient at using (select all that apply):

- ☐ Projectwise
- ☐ GIS
- ☐ Adobe Acrobat
- ☐ P6 Scheduler
- ☐ Microsoft Office Suite (Excel, Word, SharePoint, Outlook)
- ☐ Cloud-based tools
- ☐ Virtual meeting platforms (e.g., MS Teams)
- ☐ None of the above

***QUESTION 12**

How did you learn of this employment opportunity?

- ☐ Indeed
- ☐ LinkedIn
- ☐ Direct Email Notification
- ☐ WSDOT social media (Twitter, Facebook, YouTube, etc)
- ☐ Career Fair
- ☐ Monster
- ☐ WorkSource
- ☐ Handshake
- ☐ AASHTO
- ☐ NACTO
- ☐ COMTO
- ☐ APWA
- ☐ "NOW HIRING" banner/sign
- ☐ Radio advertisement
- ☐ WSDOT Employment Site
- ☐ Careers.wa.gov
- ☐ governmentjobs.com
- ☐ Other (specify below)

QUESTION 13

If you selected 'Other' on the previous question, please specify how you learned of this employment opportunity in the space provided:

* Required Question