



# TEAM GEORGIA CAREERS

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## Office of Planning- Transport Planning Spec 2- TRP061- PG J- Planner 2

Georgia - Fulton - Atlanta

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Transportation

Transportation, Georgia  
Department of - GDOT

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### Job Information

- Requisition ID: TRA03YK
- Number of Openings: 1
- Advertised Salary: \$60,500.00
- Shift: Day Job
- Posting End Date: Aug 3, 2023

**STATE PROFILE SUMMARY:** Under general supervision, provides working level professional support in transportation planning activities including multimodal short- and long-range transportation plans and geographic planning analyses.

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Duties may include performing work at a full working level in the planning and analysis of transportation systems, conducting multimodal transportation planning studies for rural and/or small urban areas or assisting local governments in developing, maintaining and implementing transportation plans for larger urban areas. Preparing presentations for executive management and public meetings; coaching entry level staff; managing internal and external consultants; contract management and schedule tracking; Specifically, manages multiple types of contracts and studies, including planning services contracts with statewide level scope involving the interstate system. Acts as project manager or deputy project manager for transportation planning studies. All activities will include alignment with core planning responsibilities and the Statewide Strategic Transportation Plan/Statewide Transportation Plan (SSTP/SWTP).

NOTE: This position requires statewide travel with occasional overnight stay.

#### MINIMUM QUALIFICATIONS

The selected candidate must meet the advertised minimum qualifications to include the Entry Qualifications as well as Agency Specific Qualifications.

#### STATE ENTRY QUALIFICATIONS:

- Bachelor's degree from an accredited college or university AND Two years of experience in transportation-related work
- OR One year of experience required at the lower-level Transport Planning Spec 1 (TRP060) or position equivalent.

#### AGENCY SPECIFIC QUALIFICATIONS:

- Bachelor's degree in Planning, Urban Planning, Traffic Engineering, Math, Computer Science, Geography or a related degree.
- Two years in managing and/or coordinating transportation, city, urban planning, or related field.
- Experience working and communicating with managers, coworkers, and external personnel in a professional, cooperative manner.
- Experience making sound and well-informed decisions.
- Experience developing new, effective methods and procedures where existing methods and procedures are inapplicable or are unavailable.
- Experience effectively managing own priorities setting well-defined and realistic personal goals.
- Maintains a high standard of ethical conduct.
- Experience performing and managing transportation studies for a city, county, or other geographical area.
- Possesses one or more years of work experience in analyzing traffic data for the purposes of determining forecast data.
- Possesses understanding of forecasting data.
- Ability to organize and manage multiple priorities.
- Problem analysis and problem resolution at both a strategic and functional level.
- Strong customer orientation.
- Excellent interpersonal and communication skills.
- Ability to effectively apply new knowledge and skills in work to adapt quickly to change.
- Ability to express ideas and facts to individuals or groups effectively.

#### AGENCY PREFERRED QUALIFICATIONS:

- Master's Degree from an accredited college or university
- Experience performing and managing transportation studies for a city, county, or other geographical area.
- Advanced level of ArcGIS experience
- Familiarity with travel demand model
- One or more years of work experience working within a State or Federal Agency performing similar roles and responsibilities.
- Experience creating, writing, and editing technical reports/documents/ and presentations
- Experience with creating or managing project databases
- One or more years of work experience developing planning studies
- Familiarity with GDOT's TPRO database
- Experience with public involvement
- Familiarity with various software such as GIS, Excel.

#### *IMPORTANT INFORMATION FOR ALL GDOT JOBS*

The interview is just one part of the overall selection process and is not the only criteria used to make the final selection. In addition to the interview, the final selection is based on the applicant's work history and performance (documented in HR and/or Office files), PeopleSoft/employee status (i.e. rehire code), employee performance reviews, personnel file review (HR & Office Files), criminal background check, employment reference checks (including references and commendations from Managers and other relevant documentation) and, for supervisory positions, demonstrated leadership skills based on past and current work history will be considered.

#### *Good Employment Standing:*

In accordance with the Interview and Selection Process (ISP), an applicant must have no active disciplinary actions to be in good employment standing. Actions that may disqualify an applicant include letters of reprimand

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(active for 12 months after issuance date); suspension without pay or disciplinary demotion (active for 12 months from the effective date); Performance Improvement Plans (PIP) and Leave Restriction Plans (active until 12 months after the date of conclusion). In addition, an employee must have an overall ePerformance rating score of three (3) or higher on their most current evaluation. Please note that Memorandums of Concern are not considered disqualifying factors. Human Resources may remove any employee from consideration for selection who is pending a disciplinary action; however, if the action is resolved in the employee's favor, he or she will be allowed to compete.

THIS IS AN INTERNAL AND EXTERNAL JOB ANNOUNCEMENT

THIS IS AN UNCLASSIFIED POSITION.

THE SELECTED APPLICANT FOR THE POSITION WILL BE SUBJECT TO A REFERENCE CHECK AND CRIMINAL BACKGROUND CHECK, WHERE APPLICABLE

PLEASE INCLUDE ALL RELEVANT JOB INFORMATION ON THE APPLICATION FOR

CONSIDERATION. ALL APPLICATIONS WILL BE PRESCREENED.

UPON PROMOTION, THE SELECTED CANDIDATE WILL RECEIVE 10% or THE GDOT JOB SPECIFIC MINIMUM SALARY, WHICHEVER IS GREATER.

GDOT IS AN EQUAL OPPORTUNITY EMPLOYER

#### Minimum Qualifications

Bachelor's degree from an accredited college or university AND Two years of experience in transportation-related work OR One year of experience required at the lower level Transport Planning Spec 1 (TRP060) or position equivalent.

Provided by the Georgia Department of Administrative Services

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