

Transportation Planner
Capital Region Planning Commission/Metropolitan Planning Organization
Baton Rouge, LA

Job at a Glance	
Job Category	Transportation Planning
Job Level	Entry to Mid-Level (0 - 3 years)
Salary Range	\$45,000 - \$55,000

Description:

The Transportation Planner is an entry to mid-level position that works in the area of transportation planning. The transportation planner is responsible for moderately scoped projects under the guidance of the Director of Transportation. This position requires participation in various activities that address the issues of transportation, land use, infrastructure, transit, community/economic development, and environment. The Transportation Planner aims to provide communities with the tools and knowledge necessary to plan and implement long range transportation and planning improvement programs.

Tasks & Responsibilities:

- Develops Congestion Management (CMP) and Intelligent Transportation System (ITS) Processes.
- Evaluates regional highway performances and analyzes travel time data sets.
- Maintains and updates functional class/crash database and creates mapping related to transportation planning.
- Holds public meetings with government officials, social scientists, lawyers, developers, the public, and special interest groups to formulate, develop, and address issues regarding land use or transportation plans.
- Prepares reports, statistics, charts, and graphs.
- Assesses feasibility of proposals and identifies necessary changes.
- Defines regional or local transportation planning problems and priorities and recommends transportation system improvements or projects, based on economic, population, land-use, or traffic projections.
- Analyzes information from traffic counting programs.
- Investigates traffic problems and recommends methods to improve traffic flow and safety.
- Provides technical assistance to member governments on transportation related issues.
- Discusses with planning officials the purpose, feasibility, cost-effectiveness, regulatory conformance, and alternatives for projects.
- Assists with traffic forecasting modeling.
- Assists with maintaining and running Motor Vehicle Emission Simulator.

- Assists with writing Transportation Air Quality Conformity Reports.
- Assists with reporting emission reductions of projects.
- Mediates community disputes through the provision of information and recommendations regarding projects and alternative solutions.
- Coordinates and participates in informational and outreach activities to provide the necessary tools and information to decision-makers at the regional community levels.
- Researches and reviews professional literature, laws, regulations, and guidelines related to transportation initiatives; attends relevant conferences; workshops, and professional development seminars and webinars.
- Carries out data gathering and management; conducts research and analyses related to regional and transportation planning and other planning issues; designs and coordinates surveys to obtain community input.
- Identifies potential applications for data generated by planning departments; designs and presents appropriate formats for such applications.
- Assists in establishing and maintaining data and research linkages with other teams/departments.
- Conducts field investigations. Compiles surveys, impact studies or other research to compile and analyze data on economic, social, regulatory and physical factors affecting transportation.
- Creates, prepares, or requisitions graphic and narrative reports on land use, including land area maps overlaid with geographic variables.
- Uses and/or conducts computerized transportation modeling to evaluate transportation and land use impacts within corridors and provides analysis of model data.
- Prepares, maintains, and updates files and records, including land use data, statistics, maps, and other databases.
- Performs regional travel demand forecasting by using highway and transit modeling.
- Prepares, maintains, and updates files and record, including statistics, maps, and databases.
- Develops geographic information systems (GIS) maps and other computer-based data.
- Performs other duties as assigned.

Competencies:

- Knowledge of highway laws, codes, standards and specifications pertaining to highway engineering and costs.
- Knowledge of intelligent transportation and traffic management systems technology and applications,
- Ability to make mathematical computations.
- Ability to read and interpret engineering plans, specifications, and technical reports.
- Communication Proficiency. Both written and oral.
- Presentation skills.
- Ability to build effective working relationships with government officials, boards,

- CRPC staff, and other agencies.
- Personal Effectiveness/Credibility.
 - Strong interpersonal skills.
 - Critical thinking and deductive reasoning skills.
 - Ability to maintain high degree of confidentiality.
 - Microcomputer skills to perform word processing and spreadsheet analysis, use databases and software, use e-mail, and access the internet.
 - Experience with Microsoft Office programs (Word, PowerPoint, and Excel).
 - Experience with Geographic Information System (GIS) software.
 - Ability to interpret complex rules and regulations.
 - Ability to work towards objectives with little supervision.
 - Strong time management skills. Ability to meet deadlines.
 - Problem solving skills.

Experience:

Bachelor's degree in transportation engineering, environmental or urban planning, or related field and at least 3 years of experience in planning or planning related fields.

-OR-

Graduate degree in transportation engineering, transportation, environmental, or urban planning, or other related field and at least 2 years of experience in planning or planning related fields.

Managerial/ Supervisory Requirements:

None.

Physical Requirements:

May spend long hours sitting and using office equipment and computers. Some lifting of supplies and materials. Must be able to operate vehicle. Some field work may take place outdoors.

The CRPC is an equal opportunity employer and does not discriminate on the basis of age, race, gender, religion, color, sex, national origin, marital status, genetic information, sexual orientation, pregnancy status, physical or mental disability, veteran status or other status protected by law. In compliance with the Immigration Reform and Control Act of 1986, we will hire only U.S. citizens and aliens lawfully authorized to work in the United States (if the position is or will be one which is subject to U.S. law). We will provide reasonable accommodation for qualified individual with a disability where appropriate.

How to Apply:

Please submit the following materials via email to DWeidman@crpcla.org. Please include the following for a complete application:

- A well-written cover letter
- A well-written resume (no more than two pages)
- A list of tools and software packages, etc. with which you are familiar and indicate your degree of familiarity
- Two references that can speak to the qualifications referenced above

Posting End Date:

This posting will close on Friday, November 15, 2019. All materials must be received within that timeframe. No application materials received after that date will be considered.

Contact Information	
Phone	225-383-5203
Fax	225-383-3804
Email	DWeidman@crpcla.org
Website	www.crpcla.org
Postal Address	Capital Region Planning Commission 333 N. 19 th Street Baton Rouge, LA 70802