

CLASS SPECIFICATION

TRANSPORTATION PLANNER

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

Under direction, to perform senior level professional transportation planning work; and to perform related duties as assigned.

EXAMPLES OF DUTIES--*Examples of duties performed by employees in this class may not include all required duties, nor are all listed tasks necessarily performed by everyone in this class.*

Manage and coordinate the Oceanside Neighborhood Traffic Action Program (ONTAP) with staff, other departments, community groups and agencies; perform traffic calming measures through the implementation of the ONTAP involving communication and coordination with various citizen groups, neighborhoods and Oceanside Police; review traffic studies; analyze various traffic calming techniques; develop an implementation plan for each traffic calming request with recommendations; study and recommend various traffic control measures to be implemented to resolve the concerns of citizen groups; review and provide reports and documents on various transportation studies and development plans for private developments, engineers and contractors; perform field investigations and field studies of the traffic operations to respond to citizen requests, including traffic counts, speed surveys and street geometrics; maintain an up-to-date computerized inventory of traffic calming projects; prepare written reports and studies on transportation related studies and projects; represent the City in community and professional meetings; and coordinate the traffic calming program with other City departments and divisions.

MINIMUM QUALIFICATIONS

Knowledge of:

- Modern and complex principles and practices of transportation planning;
- Principles of supervision, training and performance evaluation;
- Methods to review development plans and traffic studies;
- Transportation planning and traffic engineering computer software such as TRANPLAN, Traffix and other similar transportation software;
- Pertinent Federal, State, and local laws, codes and regulations;
- Principles and procedures of record keeping; and
- Principles of basic report preparation.

Ability to:

- Supervise, direct and coordinate the work of lower level staff;
- Select, train and evaluate staff;
- Supervise and manage the City's transportation planning program;
- Identify problems and recommend solutions to improve traffic calming projects;
- Gather and organize data and make accurate transportation project recommendations;
- Respond to requests and inquiries from the general public;
- Work independently and efficiently to carry out assignments;
- Communicate clearly and concisely, both orally and in writing; and
- Establish and maintain effective relationships with those contacted in the course of work.

Experience and Training Qualifications

Experience: Five years of increasingly responsible experience in transportation planning, including one year of administrative and supervisory responsibility.

Training: Equivalent to a Bachelor's degree from an accredited college or university with major course work in engineering, planning, science or a related field.

License or Certificate: Possession of an appropriate, valid California driver's license.

WORKING CONDITIONS

Environmental Conditions: Office and field environment; travel from site to site; exposure to traffic.

Physical Conditions: Essential functions may require maintaining physical condition necessary for sitting and walking for prolonged periods of time; speaking and hearing to exchange information; visual acuity to read and interpret specifications and drawings.