



CITY OF ROCKY MOUNT
invites applications for the position of:

TRANSPORTATION PLANNER/SENIOR
TRANSPORTATION PLANNER

SALARY: \$44,502.00 - \$73,683.00 Annually

OPENING DATE: 02/02/18

CLOSING DATE: Continuous

THE POSITION:

NOTE: This advertisement is for one position vacancy. The selected candidate will possess the best qualifications match for the position that

JOB SUMMARY: This position performs professional work in the fields of transportation planning and traffic engineering.

REPORTS TO: Principal Transportation Planner is responsible for supervision of this position.

JOB REQUIREMENTS:

JOB REQUIREMENTS:

- o Compiles Transportation Improvement Program recommendations and annual Planning Work Program for Technical Coordinating Comm
o Coordinates implementation of the PWP; maintains records and documents expenses incurred by the City; applies for grant reimbursemen
o Collects, compiles and processes data for various engineering studies; performs document research and field investigations for the Tra
o Manages complaint, work order, and inventory control systems for the Traffic Division; maintains and updates traffic and transportation
o Prepares reports and correspondence as directed; assembles, prepares, and maintains development project comments for the Engineer
o Utilize GIS computer software systems to manage and perform transportation planning activities.
o Assist the Principal Transportation Planner as instructed in the management and operation of the MPO functions associated with the Tec
o Such functions include assistance with the Planning Work Program, the development of the Metropolitan Transportation Plan and the M
o As directed coordinate with other planning agencies such as NCDOT, FHWA, FTA and the RPO.
o Participate as directed in public involvement events for transportation planning.
o Travel to attend approved events associated with transportation planning and training.
o Performs other related duties as assigned.

KNOWLEDGE REQUIREMENTS:

MINIMUM QUALIFICATIONS:

- o A Bachelor of Science degree in Engineering, Planning, Geography, GIS or other related technical field of study is preferred, but an eq
o Experience:
o Transportation Planner: one year of related experience is preferred.
o Senior Transportation Planner: three years of directly related experience and possession of AICP, PE, or other related certificatior
o Must have a current driver's license issued by the State of North Carolina with an active and consecutive 3-year verifiable driving histor

SUPPLEMENTAL INFORMATION:

KNOWLEDGE/SKILLS REQUIRED:

- o Knowledge of transportation planning procedures and standards.
o Knowledge of the principles and practices of urban planning.
o Knowledge of urban transportation management and implementation.
o Knowledge of state and federal transportation planning programs.
o Knowledge of municipal finance and grants administration.
o Knowledge of research methodology and standard statistical procedures needed to carry out research projects.
o Skill in analyzing problems and identifying solutions.
o Skill in preparing clear and accurate reports.
o Skill in establishing cooperative and productive working relationships.
o Skill in setting priorities for competing projects.
o Skill in performing mathematical calculations.
o Skill in operating computers and other standard office equipment.
o Skill in GIS computer mapping and documentation.
o Skill in interpersonal relations.
o Skill in oral and written communication.

HOURS OF WORK: 8:30 AM - 5:00 PM

SALARY INFORMATION:

Transportation Planner: Pay Grade 17: \$44,502 - \$66,753

Senior Transportation Planner: Pay Grade 19: \$49,122 - \$73,683

NOTE: This advertisement is for one position vacancy. The selected candidate will possess the best qualifications match for the position that

Please make sure you complete the application in full. Resumes may be uploaded with your application but will not be accepted
Attachment" will NOT be accepted. Applications must be completed in full and submitted before the posting closing date in ord

If multiple applications are submitted to an individual position, only the most recent application received prior to the posting closing date will

APPLICATIONS MAY BE FILED ONLINE AT:
http://www.rockymountnc.gov

Position #201700713
TRANSPORTATION PLANNER/SENIOR TRANSPORTATION PLANNER
EH

331 S. Franklin Street
Rocky Mount, NC 27802
(252) 972-1191
(252) 972-1186

elaine.harrison@rockymountnc.gov

TRANSPORTATION PLANNER/SENIOR TRANSPORTATION PLANNER Supplemental Questionnaire

- * 1. Do you have a Bachelor of Science degree in Engineering, Planning, Geography, GIS or other related technical field of study? (This must be clearly stated on your application in order to receive credit. Upon selection, you will be required to provide proof of education.)
 Yes No
- * 2. If you answered yes to the previous question and indicated that you have a degree, what is your degree?
- * 3. Are you a registered professional engineer? (This must be included on your application in order to receive credit.)
 Yes No
- * 4. Are you a certified planner? (This must be included on your application in order to receive credit.)
 Yes No
- * 5. What is your highest level of education obtained? (This should be clearly stated on your application in order to receive credit. Upon selection, you will be required to provide proof of education.)
 No high school diploma, GED or equivalent
 High school diploma, GED or equivalent
 Associate's Degree
 Bachelor's Degree
 Master's Degree
 Doctoral Degree
- * 6. What is your highest level of education obtained? (This should be clearly stated on your application in order to receive credit. Upon selection, you will be required to provide proof of education.)
 No high school diploma, GED or equivalent
 High school diploma, GED or equivalent
 Associate's Degree
 Bachelor's Degree
 Master's Degree
 Doctoral Degree
- * 7. Do you have work experience related to transportation planning?
 Yes No
- * 8. If you answered yes to the previous question, how many years of experience do you have related to transportation planning?
 N/A - No experience
 Less than 1 year
 1 year
 2 years
 3 years
 4 years
 5 years
 6 years
 7 years
 8 years
 9 years
 10 or more years
- * 9. If you specified that you have experience related to transportation planning, please elaborate on your experience (This experience must be included on your application in order to receive credit).
- * 10. Do you possess a valid driver's license with an active and consecutive 3-year verifiable driving history? Driving history will be checked. (This must be included on your application in order to receive credit)
 Yes No

* Required Question