

Regional Transit Job Announcement

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2810 O Street, Sacramento CA 95816 (916) 556-0298

Principal Planner

Internal / External

Salary Range: \$85,128 - \$119,160 annually
(Plus Excellent Benefits)

Posting Date: May 11, 2017 (Thu)
Filing Deadline: May 24, 2017 (Wed)

SUPPLEMENTAL QUESTIONNAIRE IS REQUIRED AT THE TIME OF APPLICATION

BRIEF DESCRIPTION

The purpose of this position is to develop, direct and review short and long range transit plans and projects, supervise staff, review environmental reports, interface with officials in facilitating projects, and coordinate and supervise special studies and requests. Will also supervise staff in the collection of data, and implementing automated data collection systems in the development of transportation plans, fleet management, station area planning and supporting analysis. Stay abreast of major development plans, regional demographics, state and local activities regarding environment, air quality and global climate change, and maintain knowledge of local city and county zoning codes, legislation and regulations affecting planning activities.

ESSENTIAL FUNCTIONS

Supports capital projects by serving as liaison with outside agencies, providing planning information and status reports to managers, supervising staff performing special studies, analyses, major capital projects, and project reviews, reviewing and editing responses to public inquiries regarding environmental impact reports, project development and service changes, and participating in planning meetings with stakeholder agencies and other departments. Coordinates service planning by supervising personnel in data collection, statistical analysis and special surveys, reviewing the development and submission of information, analyzing the effect proposed route and service changes will have on ridership. Develops the correlation between service planning activities and short and long range projects and reviewing staff reports and recommendations on route performance and changes, seasonal variations, and effects of special events. Supervises short range planning by reviewing the analysis of transit use by bus and light rail, facilitating meetings regarding route structure and ridership projections, and performance measures, reviewing relevancy of grant requests for funding, researching and proposing project grants for new capital projects. Supervises strategic planning by reviewing staff reports, developing and reviewing land use plans, transportation plans, development plans, regional general plans, and special area plans, discussing planning policy with staff as it pertains to special studies, geographic analyses, land use, and transit-oriented development, supervising and reviewing analysis of grant programs/requests, and special studies on land use, demographics, and transportation system development, writing, reviewing, and approving issue papers. Performs supervisory responsibilities by coordinating staff participation and attendance at public meetings, monitoring and reviewing time and attendance, providing feedback on employee performance, monitoring the budget and ensuring compliance, providing employee training, attending and participating in conferences, special events, and public outreach activities, disseminating information as requested or needed, and preparing presentations for the Board of Directors and management. Other related duties as assigned.

MINIMUM QUALIFICATIONS

Education: Bachelor's degree or equivalent from an accredited college or university in Planning, Environmental Studies, or a related field. Additional directly related experience beyond the minimum requirement may substitute for the required education based on the ratio of one and a half (1.5) years of experience for each (1) year of education.

Proof of required education beyond high school, such as college transcripts, diplomas, licenses and/or certificates must be submitted at the time of application, if not substituting experience for the education requirement.

Experience: Five (5) years experience in urban planning, land use regulations and transportation. Two (2) years of supervisory experience is preferred.

FILING

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application, supplemental questionnaire and proof of education, as outlined above, are required for this position. Applications, supplemental questionnaires, job announcements, and copies of the complete job description are available at 2810 O Street, Sacramento, CA 95816, or through our website at www.sacrt.com.

Completed employment application, supplemental questionnaire and proof of education, as outlined above, must be submitted to the Human Resources Department not later than Wednesday, May 24, 2017 at 5:00 p.m. RT does not accept e-mail applications, on-line applications, or late applications regardless of postmark. **Resumes are not accepted in lieu of an application, but may be included with the application.** For more information on benefits, a summary sheet is available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

RT is an Equal Opportunity Employer. EOE - Minorities/Women/Disabled/Veterans.

(Supplemental Questionnaire on Reverse Side)