

## Alternative Job Titles

Operations Planning Intern, Transportation Planner, Operations Planner or Engineer, Operations Planner III, Planning Manager, Principal Planner in Transportation

## Job Description

An operations planner is involved in managing complex projects and systems and conducting many types of transportation planning analyses or studies including corridor planning, traffic operations planning, multi-modal or transit-oriented projects, or freight operations planning. An operations planner may perform transportation development planning, system and route performance analyses, operational assessments, transportation project feasibility studies, and market research for transportation projects. An operations planner might also perform field review, field data collection, site and infrastructure assessments, project finance and governance, grant initiatives, public or stakeholder outreach, and other on-site project support. An operations planner may complete assessments using analytical tools such as GIS to evaluate data, identify trends, and develop any project-related documentation.

## Knowledge Requirements

- Transportation Planning or Engineering
- Local Agency Procedures/ Standard Design Principles
- Project Management practices (budgeting, scheduling, etc.)
- Travel Demand Modeling
- ITS Technology/Operations

## Technical Skills Requirements

- General Computer Skills
- Knowledge of Microsoft Office Programs
- GIS
- AutoCAD/MicroStation/Geopak/VISSIM

## Typical Salary

- \$38,000 - \$164,400

## Education & Work Experience

- Master's degree or MBA preferred in many cases; bachelor's degree required.
- Major coursework in Civil or Transportation Engineering or Transportation Planning.
- AICP or EIT Certifications sometimes required.

## Required Skills & Abilities

- Communication Skills, Written and Verbal
- Interpersonal Skills
- Technical Communication/Report Development Skills
- Ability to work well on a team
- Time and Task Management Skills
- Possess professional judgement
- Possess a good attitude/work ethic
- Ability to work well independently
- Managerial/Supervisory Experience, Leadership Skills
- Analytical, Mathematical, or Problem-solving Skills
- Organizational Skills/Attention to Detail
- Presentation Skills
- Ability to collect, enter, or analyze data
- Ability to work in fast-paced or stressful environment