



SOUTHWEST LOUISIANA REGIONAL PLANNING COMMISSION (SWLA-RPC)
Lake Charles, Louisiana

TITLE: Transportation Planner I, II, or III

SALARY RANGE: Based on Qualifications

DEADLINE FOR SUBMISSION: Open

DESCRIPTION: The duties of the Transportation Planner I, II or III will include:

- Speak effectively on policy issues alternatives, recommendations and planning studies to boards, commissions, committees, community groups and the public.
- Prepare transportation policy recommendations.
- Interpret, explain, monitor and advocate legislation.
- Prepare transportation program or grant budgets, grant applications and related reports.
- Prepare and implement project work plans and timelines.
- Prepare work plans for consultant selection.
- Prepare and monitor contracts.
- Collect, analyze, interpret, organize and present technical statistical data and related information pertaining to transportation planning programs.
- Prepare concise written reports, plans, correspondence and resolutions.
- Implement decisions of transportation policy-making bodies.
- Prepare charts, maps and other graphic presentations.
- Act as staff resource for transportation projects.
- Establish and maintain cooperative working relationships with co-workers, the public, including specific advocacy groups, and local, regional, State and Federal agency officials.
- Provide services to the public in a courteous and effective manner.
- Participate cooperatively and effectively as a contributing team member.
- Produce acceptable work commensurate with the level of appointment within assigned timeframes.
- Other duties as assigned

MINIMUM REQUIRED EDUCATION AND EXPERIENCE

QUALIFICATIONS: Bachelor's Degree from an accredited college or university with a major in planning, urban studies, public administration, geography, environmental studies, marketing or transportation engineering or a closely related field. Master's degree preferred. In addition, professional planning or resource planning experience required.

Interested candidates should submit a cover letter and resume to
humanresources@planswla.com.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements or duties does not exclude them from the position if the work is similar, related or a logical assignment of the position. SWLA-RPC is an equal opportunity employer and does not discriminate on the basis of race, color, religion, national origin, sex, age, or handicap.