

POSITION: TRANSPORTATION PLANNER

LOCATION: WETA Offices
CLASS CODE: Exempt
OPENING(S): 1
OPEN TO: All Qualified Applicants
SALARY RANGE: \$75,000 - \$109,000 Annual Salary
DATE POSTED: February 1, 2017
CLOSING DATE: 2:00 PM, April 14, 2017 or Open Until Filled

APPLICATION PROCESS:

Please mail or email cover letter, resume and the required application to:

WETA
Attn: Human Resources
9 Pier, Suite 111
San Francisco, CA 94111

jann@watertransit.org

FAILURE TO MEET ANY OF THE REQUIREMENTS STATED MAY RESULT IN REJECTION OF YOUR APPLICATION.

THE FOLLOWING DOCUMENT(S) MUST BE SUBMITTED AT TIME OF APPLICATION:

- Cover Letter
- Resume
- Employment Application

(available at <http://www.sanfranciscobayferry.com/weta/opportunities>)

Operating under the brand San Francisco Bay Ferry (SFBF), The San Francisco Bay Area Water Emergency Transportation Authority (WETA) carries approximately 2.5 million passengers per year on 4 routes serving the cities of Alameda, Oakland, San Francisco, South San Francisco, and Vallejo. WETA contracts with a private sector contractor to operate and maintain its fleet of 12 passenger-only vessels. A description of SFBF services and operations is available at www.sanfranciscobayferry.com.

JOB DESCRIPTION

Under general supervision, the Transportation Planner position carries out ferry planning activities manages environmental studies, regulatory permitting requirements and environmental compliance programs and coordinates with partner agency professional staff and consultants.

The Transportation Planner position should have knowledge of relevant environmental laws, regulations, and guidelines in order to achieve project compliance. The position helps to manage planning and operational studies, environmental analysis and supports permitting and regulatory review activities.

PRIMARY RESPONSIBILITIES

- Analyzes and makes recommendations using advanced transportation planning and statistical methods, modeling, and budgeting and financial analyses;
- Manages and coordinates environmental planning, research and analysis of proposed WETA projects, including the planning, design, and construction phases of capital projects, maintenance and operation of facilities, and issuance of permits;
- Organizes, prepares, and processes environmental documents, monitoring and reporting plans, technical reports and responses for transportation projects and plans;
- Prepares necessary applications and acquires permits from regulatory government agencies in compliance with environmental regulations;
- Communicates with cities, other local/regional agencies, and community groups regarding transportation issues;
- Assists in the development of capital programs and grant applications for transportation funds;
- Prepares public presentations, planning reports and technical memoranda;
- Performs related duties as required.

DESIRED KNOWLEDGE AND SKILLS

- Ability to make effective decisions under pressure, meet critical deadlines, and follow-up on assignments in a timely manner
- Ability to effectively manage, oversee and evaluate the work performed by the department
- Ability to establish and maintain cooperative professional working relationships with peers, subordinate personnel, representatives of other organizations and the public
- Ability to use computerized record systems, personal computers and learn software programs
- Ability to prepare and maintain a variety of reports and documents
- Ability to prepare clear, complete and concise reports
- Communicate clearly and effectively, in oral and written form, using correct grammar and spelling

MINIMUM QUALIFICATIONS

Training and experience equivalent to:

- Bachelor's degree in Transportation Planning, Urban Planning, or a related field
- Three years of planning experience (Master's Degree may be substituted for one year of required experience.)
- Must possess and maintain a current, valid California driver's license