



CITY OF HOLLYWOOD, FLORIDA
invites applications for the position of:

Transportation Planner

SALARY: \$27.21 - \$43.90 Hourly
\$2,177.07 - \$3,512.29 Biweekly
\$56,603.86 - \$91,319.53 Annually

OPENING DATE: 11/12/18

CLOSING DATE: 11/25/18 11:59 PM

THE POSITION:

This is a full-time position with the Hollywood Community Redevelopment Agency. This is not a City of Hollywood position.

This is mid-level professional work or more than average difficulty in transit planning.

An employee in this class is responsible for performing professional work developing and conducting transportation & mobility planning studies to address transportation problems and projects, recommending policies and solutions, writing reports, presenting projects findings, assisting with grants, and conformity to design and performance standards. The employee is responsible for coordinating and managing transportation systems within the CRA Districts and performing appropriate analytical studies in support of scheduling activities and patron service functions. The employee also acts as a liaison with local and inter-governmental agencies such as the Broward County Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), City of Hollywood, and Department of Environmental Protection. The employee exercises considerable initiative and independent judgment in the performance of duties. Work performed is reviewed by an assigned supervisor in conferences with the employee, through direct observation of work while in progress and through evaluation of work products. Applicant can be an Architect or Planner with an emphasis on urban planning: urban design and planning including transportation planning. The employee is also involved in the review of planning projects within the CRA districts making recommendations with respect to conformance of design standards.

Analyzes and evaluates data illustrating passenger riding habits, traffic conditions, vehicle running time, and other circumstances affecting the operation of transit vehicles.

Conducts route analysis; produces and distributes public schedules; prepares schedule changes to meet changing traffic conditions; determines transit running time and appropriate headway.

Prepares reports, analyses and studies of ridership data by correlating, interfacing, and expanding projected ridership data from different sources and organizing resulting data into a reusable format by staff.

Directs operationally feasible transportation & mobility plans including analyzing transportation & mobility data, identifying and prioritizing transportation & mobility service needs, developing cost effective plans, determining resources requirements, coordinating plan implementation, and presenting plans at community meetings.

Collects, compiles, tabulates, and analyzes data and factual materials relating to transportation planning, including traffic circulation and mass transportation & mobility.

Investigates, researches, and prepares grant applications relating to transportation planning.

Manages current transportation grants (Broward County Transit, FDOT, Broward County MPO).

Evaluates and proposes transportation & mobility routes consistent with the CRA's policies, programs and funds in coordination with the Broward County MPO, the Transportation Management Association (TMA), Broward County, FDOT and other appropriate agencies.

Develops transit service policies for a transportation and mobility system that are consistent with the CRA's plans and policies.

Evaluates, prepares and directs CRA's multi-modal transportation & mobility needs including motorized and non-motorized forms of transportation.

Serves as liaison with Federal, State, and County Officials on transportation planning related matters.

Assists in the RFQ consultant selection process, preparation of CRA Board Resolutions and presentations and all supporting documentation.

Coordinates work efforts with other departments, county and regional planning agencies and provides technical assistance as needed.

Represents the CRA at various forums and task force meetings to explain and address traffic issues.

Responds to citizen inquires on traffic issues and explains traffic policies and/or investigates issues.

Works with Marketing Manager and graphic designer for advertising maps, internet ads, social media ads; and works with transportation vendors (advertising agencies, technology companies, transportation providers).

Manages all contracts pertaining to transportation systems (RFPs, renewals, invoices and payment schedules).

Assists in plan review relative to CRA property standards.

Assists in the development, monitoring and implementation of grant programs, architectural renderings and coordination of small construction projects.

Assists in the development of visual supporting documentation and material for presentations.

Assists in maintaining an inventory of grant properties located in the CRA.

Assists in the monitoring of the improvement grant programs.

THE REQUIREMENTS:

Required:

Graduation from an accredited college or university with a Bachelor's Degree in Transportation Planning, Public Administration, Urban Planning, Architecture, plus two years responsible urban design and/or transportation planning experience; or an equivalent combination of training and experience.

Or:

Graduation from an accredited college or university with major coursework in Architecture or Urban Planning and three (3) years of architecture, urban planning and governmental economic development, or an equivalent combination of training and experience.

Preferred:

Master's degree in Transportation Planning, Architecture, Public Administration, Urban Planning. AICP accreditation preferred.

Additional education and experience or an equivalent combination of training and experience

may be substituted for the above requirements.

ADDITIONAL INFORMATION:

All successful applicants will be required to pass an extensive background which may include criminal history searches, driving history checks, credit report, courthouse searches, education verification, employment verification, professional license verification, or other search methods as deemed necessary for the position. In addition, the applicant will be required to undergo a medical examination, which may include a drug screening, prior to appointment.

As of 12/15/2005 the CRA will require all newly hired employees to sign an affidavit affirming non-usage of tobacco or tobacco products within the last year prior to submission of application and will continue to be a non-user of tobacco products throughout employment with the Community Redevelopment Agency.

REASONABLE ACCOMMODATION: The Employment Office will make reasonable efforts in the examination and workplace to accommodate persons with disabilities. Please advise Human Resources of special needs by calling (954) 921-3216.

The CRA is an Equal Opportunity / Equal Access Employer.

APPLICATIONS MAY BE FILED ONLINE AT:
<http://www.hollywoodfl.org/>

Position #2018-027
TRANSPORTATION PLANNER
TT

2600 Hollywood Blvd. Room 206
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