

Classification Specification
TRANSPORTATION MODELER

Date Prepared: December 2015

FLSA Status: Exempt

Date Revised: October 2016

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SERIES CONCEPT

Transportation Modeler is a fully-skilled working level classification of the modeler series, which includes: Transportation Modeler and Senior Transportation Modeler.

GENERAL DESCRIPTION

Responsibilities include serving as a working project manager and/or performing highly technical transportation modeling and planning tasks within the regional transportation planning program.

Responsible for the update, maintenance, and utilization of the regional transportation models.

Position in this classification work under minimal supervision.

ESSENTIAL JOB FUNCTIONS

- Is the primary technical liaison for the agency and member jurisdictions for travel forecasting and traffic operations projects.
- Supports regional transportation tasks including but not limited to short and long range travel forecasts; air quality conformity analysis; concurrency analysis, corridor studies; development and implementation of congestion or delay measures; multi-modal evaluation of land use scenario impacts on the region's transportation system; and traffic engineering concepts and analysis.
- Serves as a working project manager for agency and member projects and programs involving transportation modeling.
- Provides guidance to assigned staff and interns.
- Serves as an agency representative on technical committees and boards.
- Communicates and interacts with staff at other organizations at the request of Division Director or the Executive Director.
- Coordinates with general planning staff to ensure that the agency's transportation modeling capabilities are integrated into the overall program.
- May be responsible for leading planning efforts outside the scope of transportation modeling.
- May develop status reports for project, program, and grant reporting.
- Participates in development of scopes of work for grants, projects, and work programs, including budget estimates and staffing levels.
- Assists in preparation of grant applications for federal, state, local and other funds to further Council goals and objectives.
- Participates in scoping, and reviews the technical work of consultants, contracting agencies, and other organizations as appropriate.
- May assist in identifying technology and information services needs of the transportation modeling program.
- Complies with all relevant rules and regulations.

- Provides technical support for appointed committees, workgroups, and stakeholder groups on transportation modeling issues.
- Responds to public inquiries with transportation-related data and information.
- Prepares and presents oral and visual reports to Council, committees, community groups, and private organizations.
- Prepares written reports and model documentation for other professionals, policymakers and lay audiences.

OTHER JOB FUNCTIONS

Performs other related duties as assigned.

DISTINGUISHING FEATURES

Positions assigned to the Transportation Modeler classification are distinguished by the in-depth knowledge and technical ability in the principles and practices of transportation modeling. This classification is responsible for exercising independent, sound professional judgment in solving complex problems.

WORKING CONDITIONS

Work is generally performed indoors in an office environment. Must maintain a level of physical and mental fitness necessary to perform the essential functions of the position.

EDUCATION & EXPERIENCE

EXPERIENCE – MINIMUM:

- Three years of experience in the fields of transportation modeling and/or traffic engineering is required.
- A demonstrated knowledge of transportation planning and growth management concepts, along with hands on experience with the agency's current transportation modeling software (EMME and DYNAMIQ) is desirable.

EDUCATION – MINIMUM:

Bachelor's degree in transportation engineering, transportation planning, urban planning, or a related field.

PREFERRED:

A Master's Degree in transportation engineering, urban planning, or regional planning or related field. Ability to acquire a WA state professional engineering license

OR SUBSTITUTING

Any demonstrated combination of experience, education, and certifications which provides the applicant with the required knowledge and abilities.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Project management principles and practices.
- Transportation modeling and related statistical software.
- General planning concepts and processes.
- Microsoft Office software for document, spreadsheet, and presentation preparation.

Ability to:

- Update and operate transportation models.
- Manage and coordinate assigned projects and effectively manage project staff.
- Problem solve and provide holistic solutions.
- Resolve conflict in an open and inclusive manner.
- Exercise independent professional judgment to solve complex problems.
- Organize and oversee projects. Manage numerous projects simultaneously.
- Communicate technical information effectively, either orally or in writing.
- Establish and maintain cooperative working relationships with other agencies and the public.

LICENSES/CERTIFICATES

A current Washington State Driver's License may be required.