

**DATE:** September 5, 2024

**TO:** **ALL COUNTY EMPLOYEES AND ELIGIBLE CANDIDATES**  
(This is a competitive class position.)

**FROM:** Dennis Doyle, Director of Planning  
Ulster County Transportation Council, Planning Department  
244 Fair Street, Kingston, NY 12401

**JOB VACANCY:** Senior Transportation Planner / Permanent/Provisional / Full-Time / Benefited

**LOCATION:** Co Office Bldg

**SALARY:** \$41.49 / hour (Grade18)

**FILL DATE:** September 26, 2024



**DISTINGUISHING FEATURES OF THE CLASS:** The work involves the responsibility for performing specialized technical work on a professional basis for municipal, county and regional transportation planning, especially as it relates to the Ulster County Transportation Council (UCTC). The incumbent is responsible for adhering to the scope of the individual projects as well as the overall commitment to the concepts of the UCTC. The employee is responsible for research, evaluation and analysis of data utilizing transportation modeling technology and techniques; and drafting recommendations based on those models. The Senior Transportation Planner is assigned projects calling for individual leadership and increased responsibility to a greater extent than that of the Transportation Planner. Work is performed under the direct supervision of the Principal Transportation Planner and the general supervision of the Director, Ulster County Planning Board, with substantial leeway allowed for the exercise of professional judgement in carrying out Transportation Planning activities. Supervision may be exercised over Transportation Planners and non-professional staff employees. Does related work as required.

**FULL PERFORMANCE KNOWLEDGES, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:** Good knowledge of the principles, practices and procedures of municipal and regional transportation planning; good knowledge of transportation modeling software and techniques; good knowledge of the laws, rules, regulations and procedures governing regional transportation planning programs; good knowledge of current methods for collecting, analyzing and interpreting statistical data; ability to prepare and present complex written and oral reports to a variety of constituents and/or governing bodies; ability to maintain effective working relationships with various groups and agencies; ability to readily acquire good familiarity with government laws, policies and regulations related to transportation issues; initiative and resourcefulness, tact, courtesy; physical condition commensurate with the demands of the position.

**MINIMUM QUALIFICATIONS:** Either:

A. Graduation from a regionally accredited or New York State registered college or university with a Masters Degree in Transportation Planning , Planning or closely related field and two (2) years of experience in transportation planning of a municipal and/or regional scope ; **OR**

B. Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Transportation Planning, Planning or closely related field and four (4) years of experience in transportation planning of a municipal and/or regional scope ; **OR**

C. An equivalent combination of training and experience as designated in A, and B above.

**IF COLLEGE OR UNIVERSITY EDUCATION IS INDICATED; TRANSCRIPTS ARE REQUIRED AND SHOULD BE ATTACHED TO ALL APPLICATIONS RECEIVED. A CANDIDATE LACKING THE REQUIRED TRANSCRIPTS WILL RECEIVE A CONDITIONAL APPROVAL PENDING THE RECEIPT OF TRANSCRIPT.**

**Special Requirement for appointment to Ulster County positions:** In accordance with Ulster County Legislative Local Law Number 14 of 2007 or by other State and Federal Statutes, candidates for employment to all Ulster County positions must obtain clearance for appointment from the Department of Criminal Justice Services or other mandated Federal and State regulatory authority based upon fingerprinting and a criminal history background check.

**ULSTER COUNTY IS AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**

All qualified applicants will receive consideration for employment without regard to age, race, color, religion, gender, creed, national origin, physical or mental disability, marital status, veteran status, disabled veteran status, or status as a member of any other protected group or activity.