



Job Title: GIS Specialist/Transportation Planner  
Pay Range: \$32,733.15 - \$49,088.25  
Department: MPO

07/12/2017  
Revised 10/2017

### **JOB SUMMARY:**

Performs professional level duties either as a member of a project team or in completing individual assignments. Generates, analyzes and presents data related to transportation planning in different formats such as in written reports or in GIS format (maps). This position demands excellent analytical, oral and written skills. The position calls for a person who is self-motivated and self disciplined and who may represent the agency before governmental and public groups. Will provide staff support to the MPO Director and MPO's Technical Advisory Committee and the Transportation Policy Committee.. Generated files and data are used to analyze and query data in selecting Transportation Improvement Program (TIP) projects or a Metropolitan Transportation Plan (MTP) project and forecasting traffic and socio-economic data within the Metropolitan Area Boundary (MAB). This position holder will apply the four-step travel demand modeling process in providing travel forecasting, modeling, technical analyses and visualization in support of the transportation planning projects and programs, including but not limited to developing and maintaining the transportation planning model to support the Metropolitan Transportation Plan. Work is performed under the general supervision of the MPO Director.

### **QUALIFICATIONS:**

- Knowledge of transportation planning process.
- Knowledge of digitizing and data manipulation procedures for geographic information systems.
- Proficiency with spreadsheet, database manipulation, and word processing software and presentation developments software (preferably Word, Excel, Access, and Power Point)
- Ability to read/use zoning maps, quarter-section maps, plat maps, land use maps, single line maps, and aerial maps.
- Possession of a valid Texas driver's license.
- Membership in the Geographic System Professional Certification (GISP) preferred.
- Bachelor's degree or equivalent course work at a technical or vocational school in Geography, Urban Planning, Civil Engineering, Public Administration or related field is required. Must have prior geographical information systems experience.

### **PHYSICAL REQUIREMENTS:**

The employee frequently is required to sit and use hands and fingers. The employee is occasionally required to lift and/or move 25 pounds. Specific vision abilities required by the job include close vision and ability to adjust focus.

**Applicant must successfully pass a pre-employment Drug and Alcohol screening and Background check prior to employment by the City of Harlingen.**

### **BENEFITS:**

The City offers excellent benefits including paid holidays, vacation, sick leave, health and life insurance, a retirement system and optional deferred compensation programs.

**HOW TO APPLY:** Applications are available at City of Harlingen City Hall, 118 E. Tyler, Harlingen, Texas 78550, City Website: [www.myharlingen.us](http://www.myharlingen.us)