

**Location: Los Angeles, CA (Downtown)**

**Opportunities: Senior Planner**

**Reports to: Planning Director**

**Starting Salary: \$65,000 to \$85,000, depending on qualifications**

**Full Time with competitive benefits**

**Company Description**

UrbanTrans North America (UrbanTrans) is a woman operated and owned transportation consulting firm with offices in Atlanta, Toronto, Denver, and Los Angeles. Our energetic firm is made up of complementary and collaborative industry experts. We share a common desire to deliver exceptional work to our clients and our communities.

We create sustainable environments by developing and advancing innovative transportation solutions. We believe that increasing the availability and viability of convenient travel choices for all benefits communities, employers, developers, and citizens by reducing transportation infrastructure spending, alleviating congestion, and improving air quality.

UrbanTrans specializes in transportation demand management (TDM) program development and delivery. This includes organizational development, stakeholder outreach and management, complete behavioral marketing services, market-based policy development, as well as multi-modal and active transportation planning.

[www.urbantrans.com](http://www.urbantrans.com)

**Job Overview**

UrbanTrans provides planning services to a diverse clientele, including local, regional, and state governments; developers; property managers; non-profits; and large employers. The successful planning candidate will support a broad range of transportation-related planning efforts. Duties will include, but are not limited to:

- Develop tools and surveys to analyze the effectiveness of transportation demand management programs
- Analyze data using Excel, Microsoft Access, and other analysis software
- Develop maps and analyze geospatial data using ArcMap
- Conduct best practices research in the field of transportation planning
- Develop tools and procedures to collect pertinent input from stakeholder groups to aid the development of transportation plans and recommendations

- Collect and analyze data to develop recommendations that result in the decreased use of single occupancy vehicles
- Review and understand legislative and land use TDM requirements and assist clients with associated compliance
- Write planning reports and studies that summarize research and recommendations
- Develop and conduct presentations
- Manage project tasks, timelines, and budgets
- Develop and maintain strong client relationships

**Education and Work Experience**

- Bachelor's degree in Urban Planning or a related field (Master's degree preferred)
- Four or more years of full-time professional experience related to transportation planning

**Skills, Knowledge, and Abilities**

- Must have strong communication and interpersonal skills to work closely with various audiences
- Computer skills, including in-depth knowledge and experience with Microsoft Office, database management, word processing, spreadsheet development, and GIS
- Fundamental knowledge and understanding of statistics and data analysis
- Ability to communicate effectively both orally and in writing
- Must have the ability to work independently or as part of a team
- Must be able to prioritize work tasks and manage multiple projects
- Knowledge of sustainable transportation industry, including bicycle and pedestrian planning and mobility on demand services is highly desirable

**Other Requirements**

- Valid Driver's License
- Desire to positively affect the community, region, and environment

**To Apply**

Please send a resume and cover letter to Matthew Kaufman at [kaufmanm@urbantrans.com](mailto:kaufmanm@urbantrans.com).

We appreciate all applicants; however, only those shortlisted for an interview will be contacted. The position will remain open until filled.

**URBANTRANS NORTH AMERICA IS AN EQUAL OPPORTUNITY EMPLOYER. URBANTRANS HAS AN OPEN WORKPLACE THAT CELEBRATES DIVERSITY.**