

The Greater Portland Council of Governments seeks a full-time Capital Improvement Project Planner to join our innovative team working to improve the Portland region's transportation network. As staff to the area's metropolitan planning organization, we pride ourselves in managing an excellent planning process with our eighteen very engaged municipalities, leading the region to apply the latest transportation planning practices and engineering/design standards, and programming over \$20 million annual portfolio of federally funded projects. As Maine's economic center, Greater Portland is an exciting region in which to work and live – and Portland is a world-class small city as shown in many "top ten" lists during the past ten years.

This position will address the complex technical aspects of the evolving multi-modal system, with an emphasis on advanced traffic signal capabilities, performance analysis and design; pavement and infrastructure condition evaluation and maintenance; and transportation project management.

Responsibilities include: providing technical assistance on highway and public transportation projects; report writing and presentation; evaluation of area-specific transportation issues and development of solutions; development and review of transportation planning studies; traffic data collection; assisting with the annual development of the Transportation Improvement Plan, prioritizing projects for both Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds; long-range transportation planning and performance monitoring. Extensive use of personal computers, computer databases, Microsoft applications and GIS software required. Regular communications with municipal staff and officials, MaineDOT staff, and FHWA staff, and the public is required.

PACTS is seeking a candidate with the following skills:

- Traffic planning and engineering experience;
- Bicycle and pedestrian infrastructure planning and/or design;
- Familiarity with municipal or regional planning;
- Civil engineering and/or public works knowledge and experience;

The minimum qualifications for the position include:

- Bachelor's degree in planning, public administration, civil engineering or related field;
- Excellent written and oral communication skills;
- Experience with/for municipal or state government
- Ability to manage concurrent tasks efficiently;
- Ability to manage one's own time and work in a team environment;
- Demonstrated success in managing a complex project on time and on budget.

Experience with the following is a plus:

- Traffic signal management experience;
- Traffic engineering experience;
- Transportation modeling;
- Pavement condition assessment and management experience;
- FHWA/MaineDOT local project administration experience.

GPCOG is an equal opportunity employer. We offer a comprehensive benefits package, competitive salary, and a fun and creative working environment. Join our team. The position will remain open until filled.

Applicants should email a cover letter, resume, and minimum salary requirements by close of business on Monday, April 29, 2019, to:

Sara Zografos at [szografos@gpcog.org](mailto:szografos@gpcog.org)

Email subject line: Application for Capital Improvement Project Planner Position.