Summary

King County Metro Transit is seeking Three (3) highly motivated individuals to join the Service Planning group within Metro’s Service Development Section. Positions will be assigned to geography-based planning teams focusing on transit service in east, south, and north King County. These positions will take on exciting work to reshape Metro’s transit network by planning, developing, and implementing transit service changes using an equity lens.

As a Transportation Planner II, you will support transportation planning projects under supervision of a more senior planner or may lead smaller projects. Potential assignments for transportation planners include supporting and/or leading elements of post-pandemic service recovery planning, supporting major transit service redesign efforts, managing development of equity impact reviews of major service projects, and planning for bi-annual service changes.

This recruitment will be used to fill Three (3) career service vacancy and will create an eligibility pool for future Career Service or Temporary (Term limited temporary, special duty assignment or short-term temp) positions for both classifications within the Mobility Division. The eligibility pool will be valid for 12 months upon creation, or until exhausted, at the discretion of the hiring authority.

About the work group:

Service Planning leads Metro’s bus and flexible service planning and develops service changes to continuously improve the transit system for our customers. We are committed to advancing sustainability, social equity, and inclusion in the development of transit service and in collaborative work with stakeholders and our communities. Major projects include service network redesigns in north, east, and south King County, service changes to deliver and integrate with the future RapidRide and Stride bus rapid transit expansion, and service planning to better meet evolving customer needs. We coordinate closely and engage directly with transit riders and the general public, other Metro groups, and partners including Sound Transit, Seattle Department of Transportation and other jurisdictions in King County.
Job Duties

Applying equity and social justice principles is a daily responsibility and a foundational expectation for all King County employees. In this role, you will apply equity and social justice principles that exemplify shared values, behaviors, and practices to all aspects of the work. As a Transportation Planner II, you will:

Service Planning

- Support the development, approval, and implementation of transit service changes two times per year
- Collect, analyze and present data on transit ridership, service quality, service performance, and customer feedback; and suggest changes to improve performance and customer experience
- Support analysis and scenario development for transit restructures including analysis of service cost, accessibility, travel times, and customer impacts using the NetPlan and Remix software
- Lead and support development of equity impact analyses for major bus network redesigns, service changes, and ongoing system analysis

Project Management

- Support complex, high-profile transit service planning projects, such as transit network redesigns around future light rail and bus rapid transit expansions through all phases of service planning, public and stakeholder outreach, and implementation
- Manage and/or support ongoing transit service improvement projects, such as potential route changes and service analyses
- Support appropriate engagement and decision-making by Metro management, and coordination with other agencies

Communication & Coordination

- Represent Metro on project teams both internal and external, such as interagency planning teams for Sound Transit and jurisdiction projects. May work with more senior planners on highly complex projects
- Work collaboratively with other Metro work teams, including Scheduling, Route Facilities, Community Engagement, Research, and Business Intelligence teams on projects and process improvements
- Coordinate closely with partner agencies on development and implementation of bus and flexible service changes
- Prepare and present information in a variety of easily understood formats to audiences including internal and external work groups, project teams, committees, local jurisdictional staff, partner agency staff, transit riders, and the public

Experience, Qualifications, Knowledge, Skills

We are looking for candidates who meet the following Minimum Qualifications:

- Bachelor’s degree in planning, public administration, environmental studies, engineering, economics, geography, or a closely related field AND
- One year of increasingly responsible experience in transportation planning or a related field; OR any equivalent combination of experience and education which provides the applicant with the skills, knowledge and abilities required to perform the work?

Desirable Qualifications

- Experience with transit planning
- Ability to work collaboratively with internal and external stakeholders to develop solutions to complex problems
- Ability to deal with ambiguity and effectively cope with change
- Ability to manage and prioritize a diverse workload to accomplish tasks on defined timelines in a fast-paced environment
- Experience in applying and integrating equity and social justice principles to tasks and projects in a deliberate and impactful manner
- Understanding of government workings and political savvy
- Experience in working with corporate, agency, or jurisdiction leadership including elected officials
- Ability to communicate technical information to a variety of audiences (e.g. elected officials, government agency staff, general public)
- Skill in solving problems, negotiating differences, and resolving conflicts among multiple stakeholders.
- Ability to work independently and as part of a team and manage numerous projects simultaneously.
- Skill in facilitating meetings with a diversity of backgrounds, perspectives, and communication styles
- Strong oral and written communication skills.
- Proficient in Microsoft Office suite including Word, Excel, Outlook and PowerPoint.

**Supplemental Information**

**Application & Selection Process**
Submit an online employment application online at https://www.kingcounty.gov/jobs, answer the supplemental questions, attach a resume and a cover letter. Your cover letter should include details on how you meet or exceed the knowledge, skills and abilities for this position and your experiences as it relates to the primary job functions and desired qualifications. You are encouraged to translate life experiences to show how they prepare you for this role.

All the application materials will be screened for qualifications, competitiveness, completeness, attention to detail and written communication skills. The most competitive candidates may be invited to participate in one or more interviews.

NOTE: Please answer ALL questions in the online employment application itself, with each of your jobs during the last 10 years listed (listing each position for each employer separately), duties explained, reasons for leaving etc.

Applications that are not complete, or do not include the required materials, may be rejected as incomplete, and not advanced in the process. Applicants who are unable to apply online should follow the instructions under Application Tips and FAQs at: www.kingcounty.gov/jobs.

**Who May Apply**
We are accepting applications from all qualified applicants, internal and external.

**Work Schedule**
The work week is 40 hours, Monday through Friday. The position is subject to the provisions of the Fair Labor Standards Act and is therefore eligible for overtime pay if scheduled.

**Work Location**
The primary location of the position is at the King Street Center, 201 S. Jackson St., Seattle, WA 98104. However, this is a hybrid position (teleworking and in office). The work associated with this position will be performed or conducted through a combination of teleworking and onsite work and meetings. Employees will have access to shared workspaces at various King County facilities. Employees must reside in Washington state and within a reasonable distance to their King County worksite to respond to workplace reporting requirements.

**Union Representation /Job Code/Grade**
Protec 17 /Job Code 241704/Grade 58

**To Apply**
If you are interested in pursuing this position, please follow the application instructions carefully. If you need this announcement in an alternate language or format, would like to request accommodation or assistance in the application or assessment process or if you have questions please contact: Manal Tirhi, mtirhi@kingcounty.gov

Forbes recently named King County as one of Washington State's best employers. Together, with leadership and our employees, we’re changing the way government delivers service and winning national recognition as a model of excellence. Are you ready to make a difference? Come join the team dedicated to serving one of the nation's best places to
live, work and play.

Guided by our “True North”, we are making King County a welcoming community where every person can thrive. We value diversity, inclusion and belonging in our workplace and workforce. To reach this goal we are committed to workforce equity. Equitable recruiting, support, and retention is how we will obtain the highest quality workforce in our region; a workforce that shares and will help advance our guiding principles—we are one team; we solve problems; we focus on the customer; we drive for results; we are racially just; we respect all people; we lead the way; and we are responsible stewards. We encourage people of all backgrounds and identities to apply, including Native American and people of color, immigrants, refugees, women, LGBTQ+, people living with disabilities, and veterans.

**King County is an Equal Employment Opportunity (EEO) Employer.**
No person is unlawfully excluded from employment opportunities based on race, color, religion, national origin, sex (including gender identity, sexual orientation, and pregnancy), age, genetic information, disability, veteran status, or other protected class. Our EEO policy applies to all employment actions, including but not limited to recruitment, hiring, selection for training, promotion, transfer, demotion, layoff, termination, rates of pay or other forms of compensation.

**Benefits**

King County offers a highly-competitive compensation and benefits package designed to meet the diverse needs of our employees and support our employees' health and well-being. Eligible positions receive the following benefits and have access to the following programs:

- Medical, dental, and vision coverage: King County pays 100% of the premiums for eligible employees and family members
- Life and disability insurance: employees are provided basic coverage and given the opportunity to purchase additional insurance for both the employee and eligible dependents
- Retirement: King County employees are eligible to participate in a pension plan through the Washington State Department of Retirement Systems and a 457(b) deferred-compensation plan
- Transportation program and ORCA transit pass
- 12 paid holidays each year plus two personal holidays
- Generous vacation and paid sick leave
- Paid parental, family and medical, and volunteer leaves
- Flexible Spending Account
- Wellness programs
- Onsite activity centers
- Employee Giving Program
- Employee assistance programs
- Flexible schedules and telecommuting options, depending on position
- Training and career development programs

For additional information about employee benefits, visit our [Benefits, Payroll, and Retirement Page](#).

This is a general description of the benefits offered to eligible King County employees, and every effort has been made to ensure its accuracy. If any information on this document conflicts with the provisions of a collective bargaining agreement (CBA), the CBA prevails.

**NOTE:** Benefits for Term Limited Temporary (TLT) or Short Term Temporary (STT) positions, including leave eligibility and/or participation in the pension plan through the Washington State Department of Retirement Systems, will vary based upon the terms and details of the position. Short Term Temporary positions are not eligible for an ORCA transit pass.

For inquiries about the specifics of this position, please contact the recruiter identified on this job posting.
Transportation Planner II Supplemental Questionnaire

*QUESTION 1
How many years of work experience with transit planning or related field do you have?
- 1-2 years
- 3-4 years
- 5 or more years
- None

*QUESTION 2
What is your proficiency with Microsoft Office applications - Word, Excel, PowerPoint and Outlook?
- Little to none - Will need Training
- Beginner - Up to 1 year experience in all 3 applications
- Intermediate - Moderate use with 2-3 years experience in all applications
- Fully proficient in all three applications, used daily with over 3 years of experience

*QUESTION 3
Are you applying to this position as an eligible current or previous King County Employee Priority Placement Program Participant? Is this position the same or lower percentage of full-time when compared to the position held at the point of the notification of layoff? Do you possess the skills and abilities to qualify for this position?
- Yes, I was given a layoff notice from my role at King County and I am within two years of the effective date of my layoff. Additionally, the position I was laid off from was the same or a higher percentage of FT status when compared to this one.
- No.

QUESTION 4
If you answered yes to the question above and you are applying for this position as a Priority Placement Participant, to be considered, you must provide the following three pieces of information in the space provided: 1. The title you held when you received your layoff notice 2. The department you worked in 3. The effective date of your layoff

*QUESTION 5
I certify that the statements made by me on the application and supplemental questions are, to the best of my knowledge, true, complete and correct. I understand that any misrepresentation or material omission of fact on this or any other document required by King County may constitute grounds for rejection, or if employed by King County, for disciplinary measures, including dismissal.
- Yes
- No
* Required Question