

Title: Transportation Management Analyst III	Effective Date: December 11, 2015	Grade: XI	Job Category: Technician
Prior Title: Statistician	Prior Effective Date: May 11, 2012	Grade: XI	Page: 1 of 1

CHARACTERISTICS OF WORK

This position is responsible for developing, analyzing, and maintaining traffic-related databases utilized in various state and federal programs. In addition, this position is responsible for compiling and reporting traffic-related data, and identifying traffic patterns or trends.

EXAMPLES OF WORK

The following examples are intended only as illustrations of various types of work performed. No attempt is made to be exhaustive. Related, similar, or other logical duties are performed as assigned. The Department may require employees to perform functions beyond those contained in job descriptions. The Department may modify job descriptions based on Department needs. The Arkansas State Highway and Transportation Department is an "at will" employer.

- Perform routine traffic forecasts.
- Answer inquiries from Departmental and public sources.
- Compile and analyze traffic and other data on highway facilities.
- Prepare reports, statistical tabulations, charts, and graphs.
- Analyze field surveys to collect specific traffic and physical condition data.
- Develop and maintain tables for axle weight distribution.
- Verify roadway characteristics from both job plans and field collected data.
- Maintain the traffic monitoring database.
- Assist in training others with data analysis.

MINIMUM REQUIREMENTS

The educational equivalent to a master’s degree or higher from an accredited college or university in science or technology OR

The educational equivalent to a bachelor’s degree from an accredited college or university in science or technology and two years of experience in related field OR

The educational equivalent to an associate’s degree from an accredited college or university in science or technology and four years of experience OR

The educational equivalent to a diploma from an accredited high school and six years of experience in related field.

Demonstrated proficiency in Microsoft Word, Excel, and Access. Demonstrated proficiency in the use of computers and technology. Demonstrated ability to maintain SQL databases and create advanced data queries. Database system administration experience preferred. Ability to train and oversee assignments of others. Ability to read and understand highway maps and plans. Working knowledge of Geographic Information System (GIS) desktop applications desired. Valid driver’s license. Statewide travel as necessary.

("Accredited" means the educational institution or program is accredited by an accrediting organization recognized either by the United States Department of Education or by the Council for Higher Education Accreditation.)

