

JOB OPENING ANNOUNCEMENT

Apply On-line at <https://www.samtrans.com/jobs>
Employment Hotline 650-508-6308

August 18, 2023

TITLE: Intelligent Transportation Systems (ITS) Analyst
EMPLOYMENT TYPE: Exempt (Full-Time)
DIVISION: Intelligent Transportation Systems
APPLICATION DEADLINE: Sunday, September 10, 2023
PAY RANGE: \$1,730 - \$2,595 weekly (\$89,949 - \$134,924 estimated annual)
WORK LOCATION: San Carlos, CA

JOB SUMMARY:

The Intelligent Transportation Systems (ITS) Analyst will report to the Deputy Director, Intelligent Transportation Systems (ITS), and is responsible for the administration and maintenance, of fleet management databases and storage of digital radio communication data for San Mateo County Transit District's (SamTrans).

EXAMPLES OF ESSENTIAL FUNCTIONS:

- Maintain and administer SamTrans' Fleet Management Database and storage of digital radio communication data
- Assist with the maintenance and administration of ITS database of transaction data from electronic transfer payment systems (Clipper Card), Farebox, Parking Ticket Vending Machines (TVMs), and Automatic Vehicle Location (AVL) systems
- Analyze route performance; mine transportation and data to monitor and update ITS dashboards
- Identify, troubleshoot, and resolve ITS database and reporting.
- Develop transit-related productivity, performance measurement, reporting tools and process documentation.
- Responsible for the integrity and validity of the Intelligent Transportation Systems (ITS) reports.

EXAMPLES OF DUTIES:

- Develop custom reports to provide data for ITS data systems and end users.
- Utilize knowledge of scheduled-based transportation systems (e.g., on-time-performance, passenger ridership patterns, and fares) to analyze ITS data.
- Responsible for system audits, reports, dataflow diagrams, and statistical analyses for internal and external stakeholders.
- Analyze ITS user problems and provide solutions.
- Liaise with vendors to resolve proprietary data issues.
- Coordinate processes with internal and external customers, and consultants to define real-time and static data reporting requirements.
- Provide formal and informal training sessions on ITS data systems.
- Perform all job duties and responsibilities in a safe manner to protect one's self, fellow employees and the public from injury or harm. Promote safety awareness and follow safety procedures in an effort to reduce or eliminate accidents.
- Perform related duties as assigned.

SUPERVISION: Works under the general supervision of the Deputy Director, Intelligent Transportation Systems (ITS), who establishes goals and objectives, monitors and evaluates performance.

MINIMUM QUALIFICATIONS: Sufficient experience, training and/or education to demonstrate the knowledge and ability to successfully perform the essential functions of the position. In lieu of a degree, work-related experience that demonstrates the skills and experience necessary to perform this role will be accepted. Development of the required knowledge and abilities is typically obtained through but not limited to:

- Bachelor's degree in Transportation Engineering, Information Technology Systems, Systems Engineering and/or related field.
- 2 years of experience in research, data analysis, management, technical support, and database administration.

PREFERRED QUALIFICATIONS:

- Experience in ITS and connected vehicle technologies is desirable.
- Ability to develop and evaluate applications for transportation and/or transit systems is desired.
- Proficient with Microsoft Words and Excel.
- Possess effective oral and written communication skills.
- Proficient in SQL, Crystal, and Power BI Reporting.

SELECTION PROCESS MAY INCLUDE: The process will include a panel interview and may include written and skills test assessments or supplemental questions. Only those candidates who are the most qualified will continue in the selection process. Meeting the minimum qualifications does not guarantee an invitation to continue in the process.

CURRENT EMPLOYMENT BENEFITS AT SAMTRANS:

For additional information on SamTrans benefits, please visit, <https://www.samtrans.com/jobs>

Holidays:	Seven (7) paid holidays, plus up to four (4) floating holidays per year
Paid Time Off:	Up to 26 days per year
Cafeteria Plans:	Medical, dental, vision care, group life insurance and more
Transportation:	Free Bus Transportation for employees and qualified dependents
Work Location:	Select positions are eligible to work remote up to 50% of the time
Pension:	Social Security and California Public Employees Retirement Systems (CalPERS) <ul style="list-style-type: none">• Classic Members – 2% @ 60 benefit formula, 3 year average of highest compensation• New Members – 2% @ 62 benefit formula, 3 year average of highest compensation

HOW TO APPLY:

- To apply, please visit the <https://www.samtrans.com/jobs>. Complete an online employment application by 11:59 p.m. on Sunday, September 10, 2023. A resume will not be accepted in lieu of the application. Incomplete applications will not be considered.
- The Human Resources Department will make reasonable efforts in the recruitment/examination process to accommodate applicants with disabilities upon request. If you have a need for an accommodation, please contact the Human Resources Department at (650) 508-6308 or email written request to recruitment@samtrans.com.
- SamTrans celebrates diversity and is committed to creating an inclusive and welcoming workplace environment. We are an Affirmative Action/Equal Opportunity Employer. Minorities, Women, Persons with Disabilities and Veterans are encouraged to apply.