

Title: Transportation Management Analyst III	Effective Date: May 11, 2012	Grade: XI	Job Category: Technician
Prior Title: Statistician	Prior Effective Date: October 26, 2011	Grade: XI	Page: 1 of 1

CHARACTERISTICS OF WORK

This position is responsible for developing, analyzing, and maintaining databases utilized in various state and federal programs, compiling and reporting traffic related data, and forecasting traffic growth.

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.

MINIMUM REQUIREMENTS

The educational equivalent to a bachelor's degree from an accredited college or university and one year experience in related field OR the educational equivalent to a diploma from an accredited high school and five years experience in related field. Demonstrated ability to utilize Microsoft Word, Excel, and Access. 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.)