



<b>*Position Title:</b>	<i>Senior Transit Analyst</i>
<b>*Location:</b>	TMCM-RTA Administration Building
<b>*Position Type:</b>	Full-Time
<b>Compensation:</b>	TBD
<b>Start Date:</b>	January 15, 2019 <b>Closing Date:</b> January 29, 2019
<b>Number of Openings:</b>	1 Full-Time

**\*JOB DESCRIPTION**

- Develop, maintain, and submit monthly, quarterly, and annual operational reports for internal, local, state, and federal agencies such as the RTA Funding Partners, Maryland Transit Administration and the FTA National Transit Database
- Gather ridership and key performance indicator data for various types of transit service reporting purposes.
- Conduct analysis of transit services and develop recommendations to improve the efficiency and productivity of the service.
- Develops existing data collection instruments and methodologies for improved efficiency or accuracy
- Ensures data integrity; research and correct causes of inconsistencies
- Performs database management and organization of public transit data
- Responds to data requests promptly and accurately for internal queries and those of local, state, and federal agencies
- Assists in providing detailed Geographic Information Systems data maps for a variety of purposes including bus stop inventory, display-quality route maps, and demographic representations
- Observes and analyzes schedules, service patterns, and run assignments to improve service and reduce costs
- Develops and presents complex data in an accessible and understandable manner
- Supports special projects and research transit related topics as needed
- Coordinates and conducts weekly ride checks for quality assurance and verification purpose.

**\*JOB REQUIREMENTS/QUALIFICATIONS**

- The Service Analyst must be able to distinguish relevant data and understand how to inspect, revise and develop it in the most accessible and understandable manner. At times this individual will be asked to suggest conclusions, and support in decision-making.
- Either a Bachelors or Master's Degree in Transportation Systems Planning, Transportation Systems Management, Transportation Planning, Engineering, Urban Planning, Regional Planning, Economics, Geography, Geographic Information Systems, Operations Research, Quantitative Methods, Computer Science, Mathematics, Statistics or Public Administration. A combination of educational and prior experience in data analysis may be substituted.
- Methods and techniques of data collection, research, and report preparation
- Principles and practices of transportation or public transit planning activities
- National Transit Database and Federal Transit Administration reporting requirements
- Must be able to perform field operation duties as it relates to overall data collection purposes
- Working knowledge of Remix Planning software and RouteMatch scheduling software/computer aided dispatch (CAD) software systems a plus.

**CONTACT INFORMATION**

<b>Job Reference #:</b>	001-08
<b>*Contact Name:</b>	Elaina Evans, HR Manager
<b>*Method:</b>	<b>Contact number:</b> (410) 796-6589 ext. 2100 <b>Email:</b> elaina.evans@transitrt.com
<b>SPECIAL INTRUCTIONS:</b> Please provide a cover letter and résumé	