

# How to apply for a State Job

## 1. Create a CalCareer Account

Go to [www.CalCareers.ca.gov](http://www.CalCareers.ca.gov)

Click on Log in located on the top right corner

Select Create Account

Create an application template and upload resumes, transcripts, cover letter, certificates and degree

Follow the prompts and complete all fields

## 2. Take an Exam

Use the Exam/Assessment Search box to find open exams

Before you can apply for an opening, you must pass an exam for that classification

Each classification has its own exam

Take as many exams as you qualify for

You will get your exam score immediately for online exams

## 3. Apply for Jobs

Use the Advanced Search box to find hundreds of openings

Read the job description to find out details about specific jobs

Follow the instructions on each job posting

Some jobs require a resume, cover letter and or a statement of qualifications. Make sure to upload all documents on the Application Package tab

Select Submit My Application button when you are ready to apply

Transportation Planner Exam Code **1PBC1**

Associate Transportation Planner Exam Code **7TR53**

# EEO

Caltrans is an Equal Employment Opportunity employer. Caltrans uses merit and excellence of qualifications as the basic principles guiding the Department's Equal Employment Opportunity (EEO) efforts in regard to employee recruitment, hiring, retention, training, transfers, promotions and related public and private sector business activities.

The Department strives to maintain a diverse workforce. To provide EEO to all applicants, employees, clients, and customers, without regard to race, sex, color, religion, national or ethnic origin, age, political affiliation, ancestry, marital status, sexual orientation, disability or medical condition, the Department has a "Zero Tolerance" policy for discrimination or harassment.

Retaliation against Department employees, applicants, vendors, contractors, special service employees, or an employee of another state department or agency who engages in any good faith EEO action constitutes a violation of this policy.



We want planners like you!



Planning and Modal Programs invites you to apply!

### Vision

A multimodal transportation system that meets the needs and supports the aspirations of all Californians.

### Mission

Planning and Modal Programs shapes the future of multimodal transportation across California by envisioning, articulating, and implementing desired outcomes.

### Values

Integrity

Innovation

Commitment

Teamwork

Professionalism — Promote and enhance the classification of professional planning.

## Planning Career Ladder

Transportation Planner

Associate Transportation Planner

Senior Transportation Planner

Supervising Transportation Planner

Principal Transportation Planner

### What does a Transportation Planner do?

- Work in a professional team environment
- Identify and develop answers and solutions to complex transportation issues and problems
- Perform transportation studies for the development of different modes of transportation
- Develop and administer consultant contracts, administer grant programs or participate as a departmental representative for planning issues at meetings
- Work with cities, counties, and private contractors to develop improvements or actions that help achieve compatibility between land development and the transportation system
- May be involved in preparing a complex corridor study between two cities, a funding plan for a light rail public transportation project, or setting up a public meeting to discuss proposed transportation improvements
- Develop or analyze legislation related to transportation. Run computer models which analyze the results of different transportation improvement options
- Involved in writing a statewide transportation plan

**For recruitment questions, contact us at:**

[PM2Recruitment@dot.ca.gov](mailto:PM2Recruitment@dot.ca.gov)



## Minimum Qualifications

- A Bachelor's Degree in Transportation Planning, Urban Planning, City Planning or Regional Planning
- A Bachelor's Degree in a related field such as: Urban or Regional Studies, Public Policy, Public Administration, Environmental Policy or Studies, Geography, Sociology, Economics, or Civil Engineering and twelve semester units in any of the following subject areas: transportation planning, city, community, regional, rural or urban planning/studies, land use planning and development, or travel analysis and forecasting
- One year of experience as a participant in Federal, State, regional, or local transportation planning activities and an education equivalent to graduation from college

*(Additional qualifying experience may be substituted for the required education on the basis of one year of experience equal to one year of education.)*

## Benefits

Medical/Dental/Vision

Paid Holiday, Vacation, and Sick Leave

Retirement

Work-Life Balance

Rotation Opportunities Across the State