

Person Specification

Job Title	Transport Planner
Grade	Career Graded SC6 – POI
Service/Section	Programmes and Public Realm
Directorate	Transport

Shortlisting Criteria: Essential criteria assessed via application form should be used to shortlist.

Criteria	Essential/ Desirable
Experience and Education	
<ul style="list-style-type: none"> Educated to Degree Level with experience in transportation or a related field OR an appropriate technical qualification with experience in transportation or a related field. 	E
<ul style="list-style-type: none"> Experience of working with external agencies/partnerships relevant to the area of work. 	D
<ul style="list-style-type: none"> Experience/understanding of project management, implementation, and public consultation in sustainable transport projects, preferably within a local authority setting. 	D
Knowledge, Skills and Abilities	
<ul style="list-style-type: none"> Technical knowledge of the area in which the post operates. 	E
<ul style="list-style-type: none"> Ability to manage and prioritise workloads with minimum supervision and meet deadlines and targets in a busy environment. 	E
<ul style="list-style-type: none"> Project management skills, including the ability to manage budgets, timelines, and resources effectively, along with procurement/tendering. 	D
<ul style="list-style-type: none"> Excellent written and verbal communication skills to liaise with stakeholders, politicians, and residents. This includes drafting reports, briefings and presenting technical matters in public, professional and political arenas. 	E
<ul style="list-style-type: none"> Good computing skills, including Microsoft Office programmes, internet, and databases, to interrogate, analyse and present data. 	E
<ul style="list-style-type: none"> Ability to ensure all projects comply with relevant regulations and standards, along with regularly reviewing and evaluating the effectiveness of projects and making necessary adjustments. 	D

<ul style="list-style-type: none"> Ability to use geographic information systems (GIS) to produce maps, interrogate data and otherwise use as appropriate to fulfil the duties of the post. 	D
<p>Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.</p>	E
<p>Understanding of and commitment to achieving the Council's staff values and ability to put into practice in the context of this post.</p>	E