Person Specification

Job Title	Transport Planner
Grade	SC6
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	
• 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
• Experience of working with external agencies/partnerships relevant to the area of work.	D
• Experience/understanding of project management, implementation, and public consultation in sustainable transport projects, preferably within a local authority setting.	D
Knowledge, Skills and Abilities	
• Technical knowledge of the area in which the post operates.	E
• Ability to manage and prioritise workloads with minimum supervision and meet deadlines and targets in a busy environment.	E
• Project management skills, including the ability to manage budgets, timelines, and resources effectively, along with procurement/tendering.	D
• 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
• Good computing skills, including Microsoft Office programmes, internet, and databases, to interrogate, analyse and present data.	E

• 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
• 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
Equal Opportunities	
Understanding of and commitment to the Council's equal opportunities policies and ability to put into practice in the context of this post.	E
Understanding of and commitment to achieving the Council's staff values and ability to put into practice in the context of this post.	E