

Technical Transport Planner

Salary: Band 7 £33,119 - £37,562 per annum

Hours: 37 hours per week

Contract: Fixed term / secondment until 31st March 2029 or sooner should the post holder return from secondment

Overview

As the Technical Transport Planner, you will be responsible for supporting the provision of advice on transport planning issues, contributing to the development of transport policy, strategy, and plans, and developing and delivering solutions to varied and complex queries/issues raised. You will also support engagement and consultation with members, community groups and residents on transport issues.

What is the role?

Working mostly within the Transport Strategy section of the Transport Planning Team (but supporting activities delivered by other teams within Transport Planning from time to time), this role will be responsible for:

- Supporting the development, identification and delivery of new projects in order to improve transport in the city
- Preparing briefing notes for relevant Committee Meetings, Boards and external meetings
- The post holder will assist in the development and monitoring of strategies, policies, procedures and resources relating to transport using their knowledge and technical expertise
- Support the writing and submitting a range of funding bids for transport improvement programmes
- Provide project support on Transport Planning delivery programmes and initiatives, and lead on small scale elements
- Support the Transport Planning Team to develop and maintain stakeholder networks locally and across the transport sector with the aim of improving transport and achieving associated benefits in Portsmouth
- Think in innovative ways and use research and evidence to develop strategies, policies and plans
- Organisation of meetings and associated papers
- Performing any other duties consistent with the nature and grade of the role as agreed with the line manager.

Who is the person?

- Relevant degree level education such as geography or transport planning preferred OR demonstrable equivalent professional experience is essential



- Experience/ability to research and interpret qualitative and quantitative data
- An understanding of the wider impacts of transport on matters such as the environment, the economy and society and health
- Experience of working on transport projects is desired
- Experience of supporting complex projects, delivered on time, to scope and to budget
- Excellent writing skills including the ability to write clear and appropriate information for reports, articles and briefing papers including technical and Cabinet reports where necessary
- Financial and budget management skills
- Able to work independently and proactively, along with the ability to prioritise. Able to make decisions and think through complex and conflicting issues. Able to manage competing priorities
- Able to develop positive partnership ways of working, with a range of stakeholders
- Well-developed project delivery skills, including skills for coordination, liaison, and the ability to plan and monitor project plans in order to achieve major projects on time and within budget
- An excellent working knowledge of Microsoft applications and general IT skills.

Additional information

If applying as a secondment you will need permission from your current line manager releasing you for this secondment. Please state you have this on your application form.

General Data Protection Regulation (GDPR)

Portsmouth City Council is the Data Controller of any personal information you provide when applying for a job. It will only be used in connection with the recruitment process and will not be kept for longer than necessary. For more detailed information you can access the Data Protection Privacy Notice on our [careers portal](#).