



Senior Project Officer-Transport Planner

Branch:	Perth Central Transport
Directorate:	Urban Mobility
Position Number:	00027042
Classification:	Level 6
Physical Location:	Perth (William Street)
Award/Agreement:	Public Service Award & Public Sector CSA Agreement 2022

Our Purpose: *Empowering a Thriving Community*

The Department of Transport (DoT) together with Main Roads WA and the Public Transport Authority forms the Transport portfolio. DoT seeks to connect people and places to keep Western Australia moving towards a safer, healthier and more sustainable future.

Our Values:

Collaboration	<i>Working together, we get things done</i>
Wellbeing	<i>Looking after ourselves and supporting others</i>
Adaptability	<i>Always open to possibilities</i>
Accountability	<i>Taking ownership, we deliver</i>

DoT promotes a diverse workforce and embraces a high standard of equal opportunity, health and safety, and ethical practice. DoT is a values-based organisation committed to empowering a thriving community. Join us and work in a role where you can bring your best self to work and leave work having been seen and heard, and able to contribute meaningfully to the communities throughout Western Australia.

Overview of Directorate

The Urban Mobility Directorate exists to provide integrated transport strategy, policy, planning and programs to optimise the current and future use of the transport network for moving people in cities and major centres.



Overall Purpose of the Role

Manages and contributes to the delivery of integrated transport plans and solutions that achieve balanced transport outcomes aligned with the Department's strategic priorities and objectives.

Work Description

- Research and investigate issues and implement transport planning and infrastructure studies, projects, and initiatives.
- Develop detailed project plans, scopes for transport projects and undertake procurement processes.
- Manage the delivery of complex projects that support the delivery of transport outcomes, using agreed methodologies and principles.
- Manage, coordinate and direct project teams.
- Develop, implement, and review policies/plans/strategies relating to relevant projects.
- Support and guide other team members in effective policy and/or project assessment and evaluation.
- Establish and maintain a network of key internal and external stakeholders to consult, facilitate and negotiate the development of information and support activities and projects that are aligned with Urban Mobility strategic objectives.
- Actively participate in project teams and/or relevant Urban Mobility teams and take a proactive approach to the achievement of team objectives.
- Prepare reports, briefings, project updates and other required written documentation.
- Provide high level transport planning/urban planning expertise and advice to management and stakeholders.
- Monitors industry/government trends and developments related to transport planning and urban planning.
- As assigned by the Manager, undertake other duties.



Work related requirements

The following criteria are to be applied within the context of this position, which includes alignment to the Department's values.

Criteria

ESSENTIAL:

1. Job Specific

- 1.1 Substantial experience in urban/transport planning processes and policies, as they apply to planning and development for transport networks.
- 1.2 Demon started experience in leading transport planning projects.

2. Core Competencies (the occupant must be able to demonstrate the following capabilities, attributes and behaviours within the context of the work description of the position):

2.1 Leadership

Contributes to a shared sense of purpose and directs teams in the delivery of program/project outcomes and key transport objectives.

2.2 Project Management Knowledge & Experience

Undertakes and oversees program/project management activities, working to agreed priorities, outcomes and resources and is responsive to changes.

2.3 Communication & Stakeholder Engagement

Builds, establishes, manages and maintains effective communication and relationships with a variety of individuals by liaising, engaging and negotiating in a purposeful, concise and effective manner.

2.4 Results Delivery

Sets work objectives and take responsibility for the overall delivery of outcomes and transport objectives.

2.5 Flexibility, Adaptability & Positivity

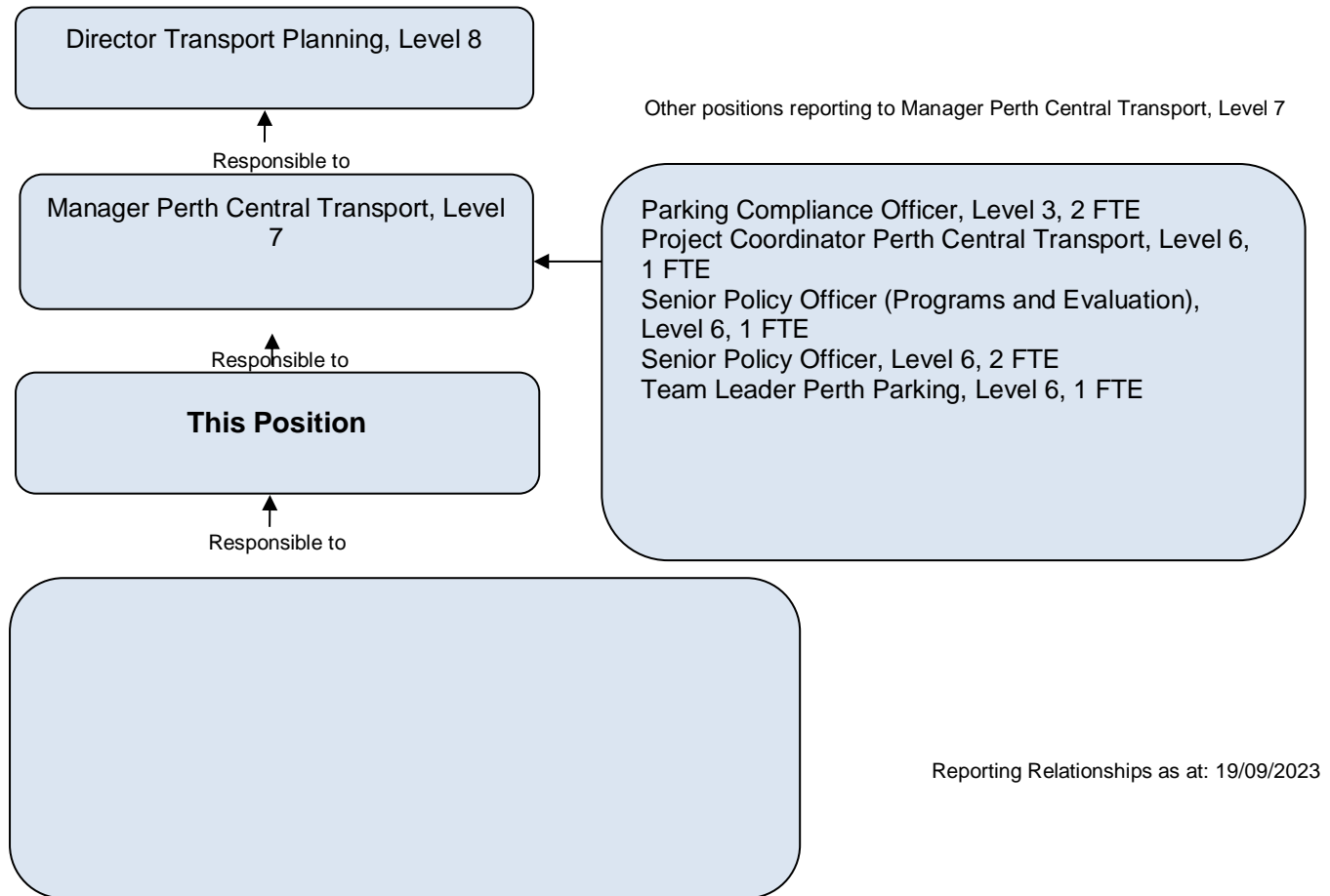
Leads by example in being positive, flexible and adaptable to meet evolving business needs and takes responsibility for delivering key business objectives.

DESIRABLE:

Qualification in Urban and Regional Planning and/or other related fields.



Reporting Relationships



Allowances/Special Conditions

- A current national police clearance certificate incorporating criminal and traffic convictions and infringements is required for this position.

Certification

The details contained in this document are an accurate statement of the duties, responsibilities and other requirements of the position.

**Executive Director
People and Culture**