

Project Officer Transport Infrastructure

Position Description

Division	Infrastructure Planning	Department	Integrated Transport Planning and Design
Reports To	Team Leader Transport Infrastructure	Direct Reports	No

Position Purpose

This position will provide technical advice and project support into the planning and design of complete streets and transport network management to achieve best practice integrated transport and place making outcomes.

Responsibilities & Outcomes

As a Project Officer Transport Infrastructure and member of the Integrated Transport Planning and Design department you will:

- Provide technical advice and support relating to integrated transport solutions within Council and to external stakeholders.
- Undertake site investigations, develop and prepare concept plans for capital works projects and assist with the implementation of integrated transport initiatives consistent with Council's strategic transport policies.
- Provide technical support to the team and deliver innovative and quality solutions that integrate community needs including road safety, transport efficiency, water sensitive design, streetscaping, urban design and green infrastructure outcomes.
- Develop and maintain external stakeholder relationships particularly with the Queensland State Government to achieve integrated transport outcomes.
- Provide input into the preparation of the annual capital works program to seek prompt delivery of integrated transport projects.
- Identify projects for continual improvement within budgetary constraints and maintain program and project schedules.
- Respond to allocated customer service requests in a timely manner ensuring that customer responses are well drafted and consistent with good community outcomes.
- Prepare and present complex strategic and technical reports on road safety and transport issues.
- Contribute to a positive team environment in order to achieve a high performance, continuous improvement and customer focused culture.
- Building strong relationships with key stakeholders including Council's elected members to ensure a service deliverables and best value integrated transport outcomes are achieved in line with Council's long term strategic vision.

Our Values

Our values shape the way we behave, how we interact with each other and our customers. They underpin our decision making and are our guiding principles for how we work every day. As a team member you will take individual accountability for demonstrating the values expectations and behaviours in this role.

SERVICE
TEAMWORK
INTEGRITY
RESPECT
SUSTAINABILITY

Decision Making

Budget N/A

Delegations Delegations under the Local Government Act 2009 and as directed and published in Council's Delegation Register

Knowledge & Experience

- Sound knowledge of and experience in integrated transport engineering, planning and design.
- Demonstrated knowledge of and experience in the use of Australian Standards and design guidelines relevant to the design of transport and public realm infrastructure.
- Demonstrated investigative, analytical and research skills with the ability to adapt solutions to changing political environments whilst maintaining a strong customer focus consistent with strategic outcomes.
- Demonstrated experience in providing technical advice in relation to integrated transport, infrastructure and land use solutions.
- Demonstrated experience in the preparation of detailed reports and presentations that are succinct and easy to interpret by both technical and non-technical audiences.
- Strong time management skills and the ability to manage conflicting priorities and meet deadlines.
- Strong people and relationship management skills with the ability to work in a positive team environment communicating and engaging effectively at all levels.

Qualifications

- Degree in civil engineering, transport engineering or equivalent.
- General Induction Licence (White Card)
- Current "C" Class Driver's Licence.

Note: This position description reflects a summary of the key accountabilities of the position, it is not intended to be an all-inclusive list of duties, steps and tasks. Leaders may direct team members to perform other duties at their discretion.