



Job ID #30632: Project Manager, Transportation Planning – Urban Boundary Expansion

Planning & Economic Development · Hamilton, Ontario



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#BeTheReason

- **Job ID #30632: Project Manager, Transportation Planning - Urban Boundary Expansion**
- **Union:** CUPE 1041
- **Close date:** Interested applicants please submit your application online at www.hamilton.ca/city-council/jobs-city by 4:00 p.m. on **December 18, 2024**.
- **Duration:** 24 Months
This vacancy is for a period of 24 months as a result of a special project and may be extended further, subject to project needs.
- **Internal applicants should apply with your work e-mail address.** External applicants are considered only after the internal posting process has been completed. Only applicants chosen for an interview will be contacted.

SUMMARY OF DUTIES

- Reporting to the Manager, Sustainable Communities under the general supervision of the Program Lead Urban Boundary Expansion, this position undertakes various duties related to multi-modal transportation planning, relating to the urban boundary expansion applications and related secondary planning for lands that come into the urban area boundary. This process is vital to multi-modal transportation planning, including public transit, is addressed in urban expansion applications to assist in addressing climate change among other matters.

- Provide leadership in a team environment that focuses on the processing, review and formulation of recommendations on applications to meet legislated timelines.
- Ensure that departmental goals and objectives are achieved through the effective and efficient use of financial resources. Use a "best practices" approach, develop and deliver quality services in a timely and cost-effective manner.
- Deliver technical information to various committees, Councillors, other City departments, outside agencies, consultants and the public.
- Compose technical reports, correspondences and compiles information and statistics and provide professional consultation, including reports, to senior management.
- Attend public meetings to present the City's position/actions to the public and outside government bodies. Represent the, section, division, department and/or the City in formal or informal meetings with elected representatives, the public, other municipalities and technical organizations. Respond to members of the public, elected representatives and other agencies verbally, electronically and in writing. Participate in legal proceedings on behalf of the City.
- Directly responsible for reviewing and supporting the undertaking of various transportation impact studies and application of other transportation policies affecting urban area boundary expansion applications and associated secondary planning applications from a transportation planning perspective; conducts analysis in support of the review process; provide feedback and associated recommendations for all modes of transportation.
- Directly responsible for reviewing and assessing applications the perspective of road system capacity, roadway and access management, vehicle maneuverability, circulation internal and external to the site. They will provide positive guidance and indicate required revisions and offer recommendations based on technical and safety review regarding all road users; review and assess engineering drawings for compliance with technical standards and guidelines; review roadway and right-of-way design; sight line analysis; vehicle maneuverability through turning plan review.
- Attend scheduled meetings with internal and external stakeholders at Development Review Team (DRT), Plan of Subdivision Team (POST), support Land Use Planning Tribunal (LPAT, former OMB) proceedings as necessary, and Committee of Adjustment.
- Provide leadership to the urban expansion team. Assist in promoting teamwork and integration between groups within the section and with other parties participating in cross-functional and cross-program initiatives.
- Act on behalf of the Program Lead in their absence on departmental management team or other assignments as delegated.
- Ensure compliance with Provincial and Federal statutes and regulations and municipal by-laws and policies, with specific regard for the Occupational Health and Safety Act.
- Performs other duties as assigned which are directly related to the major responsibilities of the job.

QUALIFICATIONS

1. Proven demonstrated knowledge of transportation impact studies and corridor control normally acquired by attaining a diploma from a three-year Community College Course in Transportation Planning Technology or Transportation Engineering or by obtaining a C.E.T. designation with considerable related and progressive experience. Alternate combinations of formal training and practical experience will be considered as a
2. Formal management training preferred with experience in a supervisory
3. Knowledge of Ontario and National Manuals of Uniform Traffic Control Devices (MUTCD), Ontario Traffic Manual, Traffic Association of Canada and relevant technical manuals; Occupational Health and Safety Act, Ontario Highway Traffic
4. Knowledge of Planning Act, Municipal Act, and relevant municipal statutes would be an asset.
5. Demonstrated experience in review of transportation impact studies; transportation demand management, sightline review, intersection control, pavement markings, traffic signing, traffic calming devices and traffic safety.
6. Possess a demonstrated record of leadership and guidance, technical competence, customer focus, innovation/creativity, team advocacy, and be results orientated.
7. Demonstrated experience reading and interpreting engineering drawings; road and right-of-way design; vehicle maneuverability through turning plan review.
8. Must have demonstrated excellent time management skills.
9. Must have demonstrated and highly effective communication (written and verbal) skills.
10. Experience in a computerized environment with proficiency in Microsoft Office Word, Excel and Outlook. Working knowledge of specialized traffic operations and planning programs such as Synchro, and other Traffic Engineering Software would be an
11. Demonstrated knowledge and understanding of the use of the "business case" in making management
12. Demonstrated capability to manage all aspects of large, complex projects. Experience in delivering programs and services focused on the customer.
13. Highly effective leadership, facilitation, communication, presentation, interpersonal and organizational skills.
14. Demonstrated ability to effectively manage staff in a results-oriented and a predominantly unionized environment.
15. Ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the general public. Well developed ability to work with large public groups.
16. Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.
17. Valid Ontario 'G' class driver's licence.

Disclaimer:

Be advised that Human Resources frequently audits resumes of internal/external applicants to ensure/validate information provided is consistent and trustworthy. Falsification of information provided at any time throughout the recruitment process may be grounds for disqualification, and for internal applicants, subject to

discipline up to and including termination.

Terms:

The City is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. Consistent with our Values and Corporate Culture Pillars, the City of Hamilton is committed to providing equitable treatment to all with respect to barrier-free employment and accommodation without discrimination. The City will provide accommodation for applicants in all aspects of the hiring process, up to the point of undue hardship. If you have an accommodation need, please contact Human Resources as soon as possible to make appropriate arrangements.

Location – Hamilton, ON

Employment Type – Temporary, Full-Time

Minimum Experience –Experienced

Compensation - \$49.086 - \$54.540 per hour