



About the City of Hamilton

Contribute to the City of Hamilton, one of Canada's largest cities - home to a diverse and strong economy, an active and inclusive community, a robust cultural and dining scene, hundreds of kilometres of hiking trails and natural beauty just minutes from the downtown core, and so much more. Join our diverse team of talented and ambitious staff who embody our values of sensational service, courageous change, steadfast integrity, collective ownership and being engaged empowered employees. Help us achieve our vision of being the best place to raise a child and age successfully. **#BeTheReason**

JOB POSTING

JOB ID #: 19838

Senior Project Manager - Transit Planning - LRT Integration

Public Works Department, Transit Division
2200 Upper James St.

NUMBER OF VACANCIES: 1 Full-Time Temporary

UNION/NON-UNION: Non-Union Management Professional

HOURS Of WORK: 35 per week

GRADE: Grade 6

SALARY/HOUR: \$50.654 - \$59.242 per hour (2022 rates)

STATUS/LENGTH: Full-Time Temporary

Note: This temporary vacancy is expected to last up to 24 months, with the possibility of extension.

JOB DESCRIPTION ID #: A13714

VACCINE VERIFICATION – As a condition of employment, you are required to provide proof that you are fully vaccinated, or provide proof of valid exemption, satisfactory to the employer prior to your start date. You must acknowledge and agree to comply with any future vaccine policy requirements as an ongoing condition of employment at the City of Hamilton.

PROJECT SUMMARY

Hamilton LRT is focused on improving access to transit and supporting the continued growth and revitalization of the city. It is the first piece of a broader rapid transit strategy for Hamilton, referred to as the BLAST Network, as well as a priority project in Metrolinx's Regional Transportation Plan.

In May 2021, a joint funding announcement was made by the provincial and federal governments committing \$3.4B to the capital cost of the project, making the Hamilton LRT one of the largest infrastructure investments in the City's history.

The LRT will connect McMaster University in the west end of Hamilton to Eastgate in the east, with new light rail vehicles running along tracks separated from regular traffic, offering frequent, safe and reliable service. It will also integrate with Hamilton Street Railway (HSR) bus service, and connect with local bike share, and GO bus and rail service.

HSR's FUTURE

HSR is undergoing transformational change: building a secondary maintenance facility, redesigning the existing transit network, expanding rapid transit lines, and preparing for LRT. The successful candidate will be an enthusiastic transit professional with a solid knowledge of Hamilton, transit planning principles and motivated to move towards the future. This project will require excellent collaboration with multiple stakeholders across departments in the City and will span several years.

SUMMARY OF DUTIES

Reporting to the Manager of Transit Planning and Infrastructure, the Senior Project Manager - Transit Planning - LRT Integration will be responsible for directing and managing all aspects of detailed design to efficiently and effectively implement approved plans including the development of schedule, routing, and infrastructure related to the integration between conventional and accessible transit services and the city's light rail transit. This will include the development of strategic transit documents, using a "best practices" approach to develop and deliver quality services in a timely and cost-effective manner. They will support the Manager in instilling a customer service focus in the Section.

GENERAL DUTIES

Work collaboratively with staff in the Transit Planning and Infrastructure section, Transit Operations section, the LRT office and a multi-disciplinary team of Public Works departments, other city of Hamilton departments and stakeholders. The incumbent may also act as a liaison with Metrolinx as required.

Represent the Transit Division on the LRT Project, ensuring that plans are developed to mitigate impact to existing transit customers where possible and that alternative routes and schedules are created in conjunction with planned works during construction.

The Senior Project Manager - Transit Planning - LRT Integration will be a key contributor in the short, medium and long-range planning to connect the existing transit network to the LRT network.

Responsible for leading the planning of integration of transit infrastructure, including passenger amenities at terminals, stations and stops, inclusive of reviewing planning, design, and installation plans of individual elements of the City of Hamilton Transit program, within the design of the LRT and connection between services.

The Senior Project Manager shall be responsible for ensuring project management framework and project management best practices, project plan development and project resource planning. They will provide leadership and support to the integration of services in:

- development of terms of references including defining project scope.
- identification of project risks and develops strategies to minimize potential impacts.
- identification of project tasks.
- estimation of costs.
- development of project schedules.
- identification of milestones and budget.
- identification of project resources and skill requirements.
- determining allocation of financial resources to project tasks.

The Senior Project Manager monitors and benchmarks best practices on a continuous basis and will liaise with municipal transit agency staff in other municipalities that have recently implemented LRT service to incorporate lessons learned into planning for service impacts and changes in the local Hamilton context.

The Senior Project Manager will assist with the development of annual service plans leading up to LRT integration based on the approved service standards, including the development of operating forecasts for input into the budget process. This will include the preparation of written and statistical reports regarding improvements and/or deficiencies in scheduled service. This may include reports for public consumption.

Provides recommendations in the development of the annual capital and operating budgets for service changes related to conventional transit services integration with LRT.

Reviews and analyses passenger data along the LRT corridor and connecting routes and analyses scenarios based on modelling.

Reviews and interprets the analysis of runtime performance and implements scheduling changes for efficiencies in service delivery and service expenditures.

Liaise with the Senior Project Manager - Transit Operations - LRT Integration to ensure changes are thoroughly communicated to other Transit Departments in a timely manner.

Participates in run cutting service schedules for Operator work assignments ensuring all requirements of applicable collective agreements are met, while maximizing and balancing operational and financial efficiencies.

Develops customer focused transit network and routing scenarios based on achieving strategic goals and objectives, such as the ability to maintain and grow ridership. Analyses scenarios using various planning tools and methodologies and makes recommendations for implementation.

Liaise with clients, community care providers, contractors, employees and internal staff regarding service planning and problem resolution.

Ensure compliance with City policies, procedures, rules, regulations and safe working practices.

Works in accordance with the provisions of applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures related to Occupational Health and Safety.

Ensures that employees are provided with and use the appropriate equipment, material and/or procedures required to perform the assigned duties.

Ensures that all employees perform work in accordance with applicable Health and Safety legislation and all City of Hamilton corporate and departmental policies and procedures. Ensures that appropriate action is recommended for those employees who do not work in compliance with legislation, policies and procedures.

Performs other duties as assigned which are directly related to the responsibilities of the position.

Required to work during labour disputes or other work stoppages and to perform a variety of added duties during these events.

QUALIFICATIONS

Demonstrated competence in transportation/transit planning or engineering, normally acquired by attaining a degree in engineering and/or urban planning or any combination of education, training and experience deemed equivalent.

Registered as a Professional Engineer in the Province of Ontario or member of the Canadian Institute of Planners preferred.

Previous extensive experience related to transportation/transit planning and trends and extensive project management experience managing large complex projects including budgeting and fiscal control in a public or private sector transportation organization.

Experience managing transit infrastructure projects an asset. Previous experience related to transit scheduling and runcutting, including the utilization of a computerized operating and scheduling system an asset (Trapeze preferred).

Proven organizational, analytical and problem-solving skills and the ability to work with very tight deadlines and competing priorities.

Demonstrated ability to effectively manage a multi-disciplinary staff in a results-oriented environment and in a predominantly unionized environment.

Excellent written and verbal communication skills, facilitation skills and presentation skills.

Experience in organizing, presenting, facilitating and negotiating with diverse stakeholders and user groups and ability to deal effectively with elected officials, representatives of other levels of government, management, peers, staff and the general public.

Must possess intermediate to advanced computer skills including thorough knowledge of the current suite of Microsoft productivity tools, including PowerPoint, Excel and Word. Microsoft Project, Microsoft Access (database management) and web-based applications an asset.

Thorough knowledge and understanding of statutes, regulations and by-laws affecting the department/section.

Demonstrated knowledge of the Health and Safety Act and applicable regulations as it relates to the position.

Must possess a Class "G" Driver's License.

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.

We invite you to visit the departmental webpage to obtain further information on the culture and business of this department.

The incumbent shall comply with all Health and Safety Policies and Practices for this position and the workplace.

It is the responsibility of the applicants to ensure that their application reaches Human Resources by the closing date or they may not be considered. It is also the responsibility of applicants to supply qualifications, licences and related experience relevant to the qualifications outlined above for this competition as directed. On the basis of the criteria set out above, this posting is open to all applicants

The statements made by me are true, complete and correct to the best of my knowledge. I understand that any falsification of statements, misrepresentations, deliberate omission or concealment of information may be considered just cause for discipline, up to and including termination for internal applicants and disqualification for external applicants.

Please apply on or before: December 14, 2022