

At the City of Brampton, our focus is people. From our employees to the community we serve, people are at the centre of everything we do. Our city is a living Mosaic made up of 250 cultures and 115 spoken languages. Recognized by **Forbes** as one of Canada's top employers and **Maclean's** best communities in Canada, the City of Brampton is a dynamic and innovative place to work and experience. We want you to join us in serving our diverse community with pride and passion.

Our Focus Is People ●●●●●



JOB TITLE: Transit Planning Coordinator

DEPARTMENT: Transit

POSTING NUMBER: 105374

NUMBER OF POSITIONS: 2

JOB STATUS & DURATION: Full Time Permanent

HOURS OF WORK: 35 hour workweek

LOCATION: Hybrid Model – when working onsite, you will report to the location of Transit Clark Facility.

SALARY GRADE: 5

HIRING SALARY RANGE: \$84,403.00 - \$94,954.00 per annum

MAXIMUM OF SALARY RANGE: \$105,504.00 per annum

JOB TYPE: Management and Administration

POSTING DATE: April 28, 2023

CLOSING DATE: May 19, 2023

AREA OF RESPONSIBILITY:

Reporting to the Supervisor of Planning this position is responsible for recommending Transit service and infrastructure changes based on research and analysis of data, to ensure that the City's goals around ridership growth, public service and safety are met or exceeded.

1. Analyse data and make recommendations for change. This includes reviewing City development plans as they relate to Transit routes and bus stop locations. Other data includes passenger and operator surveys, passenger count data, route performance data and ridership trends. Based on this data, analyse what is needed to maintain appropriate standards of service and make recommendations for immediate change. Provide longer-term recommendations for inclusion in the annual service plan, ridership growth strategy, and Transit Business Plan.
2. Management of on-street transit infrastructure comprised of terminals, bus stops, transit shelters, benches and infoposts. Maintain a detailed inventory of such and coordinate the installation, relocation and removal with maintenance staff and contractors. Manage annual pad & shelter capital program.

3. Coordinate and perform surveys, of passengers and operators to measure transit service levels. Organize the technical and professional responses to others. Investigate and respond to public complaints and suggestions, and forward to Operations those regarding employee performance
4. Provide team support to the Service Development Department as required, Act as a team member by representing Brampton Transit's interests on various committees and in meetings.

SELECTION CRITERIA:

EDUCATION:

- Post-secondary degree/diploma in urban planning, transportation or infrastructure planning or a related field

REQUIRED EXPERIENCE:

- 2 plus years of analysis and planning experience, preferably in public sector and/or in transit industry

OTHER SKILLS AND ASSETS:

- Research and analysis skills; ability to read statistical data
- Understanding of Corporate planning and strategic/business planning processes
- Ability to use Computer software and data systems
- Ability to read and interpret site plans, subdivision plans, engineering drawings, etc.

***Various tests and/or exams may be administered as part of the selection criteria.*

Alternate formats will be provided upon request.

Interview: Our recruitment process may be completed with video conference technology.

As part of the corporation's Modernizing Job Evaluation project, this position will undergo an evaluation which may result in a change to the rate of compensation. Any changes affecting this position will be communicated as information becomes available.

If this opportunity matches your interest and experience, please apply online at: www.brampton.ca/employment quoting **reference #105374 by May 19, 2023** and complete the attached questionnaire. We thank all applicants; however, only those selected for an interview will be contacted. The successful candidate(s) will be required, as a condition of employment, to execute a written employment agreement. A criminal record search will be required of the successful candidate to verify the absence of a criminal record for which a pardon has not been granted.

As part of the application process, applicants will be invited to complete a self-identification survey. The survey is voluntary. Participation in the survey will have no impact on hiring decisions. Should you wish to opt out of completing the survey, please select "prefer not to answer" as a response to each question. All information collected is confidential and will not be shared with the hiring manager. The surveys will be anonymized and will be kept separate from applicant or employee files, such that the individuals who completed the surveys will not be identifiable. The results of the survey will assist in the analysis of disaggregated metrics for organizational planning purposes and our commitment to advance and foster diversity, equity, and inclusion. The City may use anonymized data to produce aggregate reports for internal or external use.

Please be advised, the City of Brampton uses email to communicate with their applicants for open job competitions. It is the applicant's responsibility to include an updated email address that is checked daily and accepts emails from unknown users. As we send time sensitive correspondence via email (i.e. testing bookings, interview dates), it is imperative that applicants check their email regularly. If we do not hear back from applicants, we will assume that you are no longer interested in the Job Competition and your application will be removed from the Competition.



The City is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environments. If you require any accommodations at any point during the application and hiring process, please contact TalentAcquisition@brampton.ca or 905.874.2150 with your accommodation needs, quoting the job opening ID#, job title. Any information received relating to accommodation will be addressed confidentially.