



Person Specification			
Post title	Principal Transport Planning Officer (Highways)	Grade / Salary	M (SCP 34-35)

To be successful in this role you will need to demonstrate how you meet the criteria below at application & interview stage.

Shortlisting Number	Criteria	Method of assessment
Skills, knowledge, experience		
S1	Good working knowledge of traffic, highways and planning legislation, and the role/responsibilities of the Highway Authority	CV/SS, I
S2	Knowledge of development control policies and procedures, with experience of network management issues in a development context	CV/SS, I
S3	Experience of working with consultants and developers in the preparation, review and delivery of transport assessments, travel plans and junction modelling	CV/SS, I
S4	Ability to use development control software such as TRICS, JUNCTIONS and LINSIG	CV/SS, I
S5	Ability to analyse and interpret technical specifications/issues, take a proactive approach to problem solving and identify practical solutions	CV/SS, I
S6	Ability to undertake site investigations and observations	CV/SS, I

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S7	Strong organisational skills with the ability to manage and prioritise workload independently to meet deadlines	CV/SS, I
S8	Ability to represent the Council and Highways Development Control service independently in meetings with developers, partner organisations and elected members, providing clear professional advice and defending the Council's position.	CV/SS, I
Personal attributes and circumstances		
P1	Commitment to the values and staff qualities of KMBC (Integrity, Accountability, Communication, Respect).	I
P2	Willingness to work collaboratively, share information and build effective partnerships across teams and organisations	I
P3	Strong interpersonal skills, with an emphasis on customer care and presenting a positive image of self and the Council	I
P4	Self-confidence, openness, honesty and accountability, with high personal standards of behaviour and moral principles	I
P5	Respect for others, treating people with care and dignity, supporting colleagues and stakeholders	i
Communication		
C1	Ability to communicate effectively with a wide range of audience, including developers, contractors, councillors, members of the public and partner bodies, on transport and highway planning issues	CV/SS, I

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C2	Ability to represent the Council and Highways Development Control service independently at formal meetings such as Planning Committee outside of normal working hours, providing clear, professional highways advice and explaining the Council's position	CV/SS, I
Qualifications		
Q1	Experience requirements are dependent upon qualifications: (i) Degree in Civil Engineering or related subject; or (ii) BTEC Higher National Certificate in Civil Engineering or related subject with relevant experience in traffic and / or highway engineering or similar equivalent	CV/SS, C

CV/SS = Curriculum Vitae/Supporting Statement **A** = Application Form **C** = Certificate **E** = Exercise **I** = Interview **P** = Presentation **AC** = Assessment Centre **T** = Test

Where the post involves working with children, in addition to a candidate's ability to perform the duties of the post, the interview will also explore issues relating to safeguarding and promoting the welfare of children, including:

- **Motivation to work with children and young people.**
- **Ability to form and maintain appropriate relationships and personal boundaries with children and young people.**
- **Emotional resilience in working with challenging behaviours.**
- **Attitudes to use of authority and maintaining discipline**

We have a positive attitude to the employment of disabled people and guarantee an interview to those who meet **all** the necessary criteria of the person specification.

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