



JOB SPECIFICATION: SENIOR/PRINCIPAL TRAVEL PLAN CONSULTANT

Location: Wakefield

Term: Full time permanent

Salary: £30,000 - £41,000 (dependent upon experience)

Closing Date for Applications: Open until position filled

OVERVIEW OF ROLE

Due to a growing client and project portfolio, TPS Transport Consultants Ltd (TPS) is seeking a suitably qualified and experienced transport planning professional to join our growing team in Wakefield, as a Senior or Principal Travel Plan Consultant.

Formed in 2000, TPS has been a leading provider of travel plan related services across the UK. We are appointed by a diverse range of clients to support in all aspects of the travel plan process, from preparing a business case, to developing bespoke travel plan strategies, right through to ongoing retained support to deliver travel plan programmes and specific measures on the ground. Our clients include Universities, multinational organisations, NHS trusts and property developers of all kinds. Today we have in excess of 100 live travel plan related projects, providing an opportunity for the right candidate to work on a diverse range of projects.

As a Senior or Principal Consultant you will be expected to play a lead role in the delivery of a wide range of travel plan related projects. You will be expected to take on project management responsibilities, whilst also being able to work under your own initiative to deliver all tasks required throughout the process of developing and implementing a travel plan project.

You will be expected to manage and foster client relationships and whilst your work will be predominantly office based, you will also be expected to visit and work at client sites, as appropriate. You will play an important role in the ongoing growth of our company, being able to identify and pursue business development opportunities with the support of the wider team.

KEY SKILLS / REQUIREMENTS

You are likely to have at least 4 years of experience of working within the transport planning sector, with specific experience in and a focus on travel planning.

You are likely to have demonstrable experience of all key elements of the travel plan process. This would include, but not be limited to:

- Preparation of travel plan strategies/reports;
- Delivery and analysis of travel surveys;
- Preparation for, and delivery of, marketing and promotional materials and exercises;
- Stakeholder engagement, including direct engagement with a projects target audience at events or similar;
- Financial and project management responsibility; and
- Identifying and securing new opportunities, clients and project.

More generally you will have a sound understanding of the role that travel planning has to play within the wider planning process, and have experience of either complying with travel plan related conditions/obligations in the role of a consultant, or the enforcement of the same through a role in the public sector.

You will have an eye for detail and will appreciate that the quality of a product/service delivered to a client has a direct bearing upon future opportunities. Importantly you will also appreciate the need to build strong working relationships with clients through the delivery of a friendly and professional service.

You will be a well organised and self-motivated individual who enjoys challenges and takes pride in your work. We are looking for an individual with initiative, someone who can take charge of allocated projects and who works well in team scenarios contributing innovative ideas, practical solutions and adding value.

You will be expected to demonstrate an ability to take on project management responsibilities, showing a clear appreciation for the project scope and deadlines, and subsequently the resource requirements. You will have an appreciation of the need for budget control/management, and will be able to prepare fee proposals for submission to a client, in line with a projects specific aims and objectives.

HOW TO APPLY

Applications should be made by email to john.hacker@tpsconsultants.co.uk. We would ask that you please provide a short covering email, accompanied by your CV.

FIND OUT MORE ABOUT TPS

If you would like to learn a little more about TPS, the kind of clients we work for and the projects we deliver, our website is a good place to start. This can be found at www.tpsconsultants.co.uk.

Alternatively if you would like an informal chat about our company or the advertised role, please feel free to contact John Hacker, by email at john.hacker@tpsconsultants.co.uk, or by phone at 01924 664638.