

Overview

We are expanding our Transport Planning team and looking for Graduate Consultants in our Bristol and Cardiff offices to continue our ongoing success.

We aspire to be the go-to transport planning consultancy in the region and are looking for the highest calibre of candidates to share in that journey with us. If this sounds like a challenge you would like to embrace, we would love to hear from you.

About Apex

We are a small but dynamic company with a reputation for delivering quality advice for development planning projects. The work we do ensures our clients achieve viable planning permissions; enabling the construction of much needed housing, infrastructure and employment facilities. Our work is vital in promoting sustainable travel and ensuring communities are well-connected by safe and efficient transport networks.

We work alongside landowners and promoters, developers, site operators, planners, architects and other specialists as part of consultant teams. We support planning applications through the preparation of transport reports and strategies, as well as promoting sites through the strategic planning process.

We have a friendly and informal culture which would suit self-motivated and driven individuals and we offer an extensive package of benefits to suit your individual lifestyle and well-being.

The team and your position

You will benefit from working alongside our close-knit and highly experienced team, who will provide you with ongoing support and mentoring to enable you to flourish, allowing you to share in and play a key contribution to our ongoing success.

You will gain experience working on projects across England and Wales and be involved with a wide variety of development planning projects across numerous sectors (for example residential, renewables, leisure, commercial, retail, warehousing, education).

As a Graduate Consultant, you will provide technical inputs relating to our clients' development proposals. The ability to articulate and communicate complex issues succinctly and clearly is therefore essential. You will also be comfortable working on numerous simultaneous projects and managing competing deadlines and client requirements.

We will require you to provide a sound and friendly service to our clients where required, as well as add value to all projects through your work.

You will have excellent people skills and can work as part of a team, but can also immerse yourself into complex individual tasks, where needed, to deliver the required result for our clients.

Our workstream is led by our clients' requirements and will provide you with a depth and breadth of knowledge on transport related matters.

By joining Apex, we will set you on a career path to becoming a renowned expert and leader within the industry.

Role Overview

In summary, the role will broadly include the following:

Technical

- Preparation of technical documents and reports for planning submissions
- Modelling of junctions and networks using a range of industry-standard software
- Travel planning
- Sustainable travel audits and strategies
- Pedestrian and cycle route design
- Highway design using CAD software
- Masterplanning advice and input
- Site visits
- Road safety analysis
- Attendance at Project team meetings, including with other planning disciplines (i.e. architects, planning consultants, air and noise consultants, drainage engineers and ecology consultants)
- Providing support for the expert witness at planning appeals
- Client liaison and business development

Teamwork

- Providing regular, effective communication and feedback to more senior members of staff so that they are kept aware of project and budget constraints, opportunities and deadlines
- Providing support to Project Managers, as needed
- Seeking solutions to complex issues and finding evidence to overcome objections
- Acting as an advocate for Apex, setting an example of friendliness, trust, integrity, openness and honesty

Client Focus, Business Development and Ongoing Professional Development

- Assisting senior members of staff with advice to clients, as well as direct advice to clients, especially on smaller schemes
- Supporting senior members of staff at external meetings. When required, providing confident and positive advice
- Helping raise the profile of the company through news articles, social media posts or presenting to clients, peers or universities
- Attending social and networking events
- Attending relevant industry events and seminars

The attributes we seek

- You are enthusiastic, outgoing, determined, and eager to learn new skills
- You have experience of data analysis, interpretation and presentation, in particular using Excel.
- You enjoy and thrive in finding solutions to complex problems
- You can learn new software quickly and have a 'can-do' attitude
- You are calm under pressure and take pride in the quality of your work
- You have excellent people skills and can work as part of a team, but can also immerse yourself into complex individual tasks, where needed
- You are keen to attend industry events and seminars and proactively build your own network of contacts to further your career
- It would be helpful (but not essential) if you have knowledge/experience of traffic modelling, trip generation methodologies, Transport Assessments, Travel Plans or CAD design
- You have a degree in a relevant subject (Preferably with an MSc in Transport Planning but other related degree disciplines include Civil Engineering, Geography, Planning and Mathematics – although this is not an exclusive list, and all disciplines will be considered)

Our offer

- **Position:** Graduate Transport Planner
- **Salary:** £23,500
- **Bonus:** A non-contractual discretionary bonus review twice a year, subject to performance
- **Annual Leave:** 28 days annual leave, plus one additional day per year worked to a maximum of 35 days
- **Pension:** Matched employee contribution up to 8% of salary
- **Hours of work:** Full-time 37.5 hours per week. We are happy to discuss part-time and flexible working arrangements, where required
- **Location / Arrangements:** Hybrid working from office and home
- **Other Benefits:** Private medical insurance, life insurance, Employee Assistance Programme, extensive staff social events, ability to buy and sell leave
- **Chartership Bonus:** £1,000 bonus for becoming Chartered / TPP / Fellow (with the CIHT / CILT / RTPI or TPP)
- **Membership Fees:** Reimbursement of membership fees for up to two relevant professional bodies
- **Training:** Training, mentoring and advice to give you the platform to succeed

To apply, please send your CV and a short covering letter to:

David Chapman
Director
davidchapman@apex.tp.co.uk
www.apex.tp.co.uk

