



Uchelgais Gogledd Cymru
Ambition North Wales

Job Pack for the Transport Officer

ambitionnorth.wales

Mae'r ddogfen hon ar gael yn Gymraeg hefyd



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For further information about this role,
please contact:



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Senior Transport Officer

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An exciting time to join the team

We're delighted that you're considering joining the Ambition North Wales team. We are a team of passionate and enthusiastic individuals who are proud to be involved in developing the North Wales economy.

As the North Wales Corporate Joint Committee our responsibilities include regional transport, strategic planning and economic well-being. We are responsible for delivering a portfolio and capital projects across the region through the North Wales Growth Deal, with a number of projects in delivery.

Ambition North Wales is a strong partnership, working on behalf of North Wales to deliver against a future vision for economic prosperity. The Portfolio Management Office was established to deliver the Growth Deal, and now has the wider remit of being the Corporate Joint Committee for North Wales. The team support the regional ambitions for a stronger, more resilient and sustainable future economy.

Our ambition moving forward is to attract Investment into North Wales and achieve a more prosperous future for everyone that lives and works here. The Growth Deal projects will create new highly-paid jobs, attract investment and ultimately build a more vibrant, sustainable and resilient economy in our communities, for young people and for future generations to come.

We work closely as a team and we have developed a set of values that underpin how we work and what we expect from others. We are ambitious, we empower and support each other to succeed, we have integrity and do as we say we will and we respect and value people and their perspectives as we shape a great future for North Wales. We do hope you will consider applying for this position and hopefully join us on this journey.



Cllr. Mark Pritchard

Chair of the North
Wales Corporate Joint
Committee



Alwen Williams

Chief Executive
Ambition North Wales

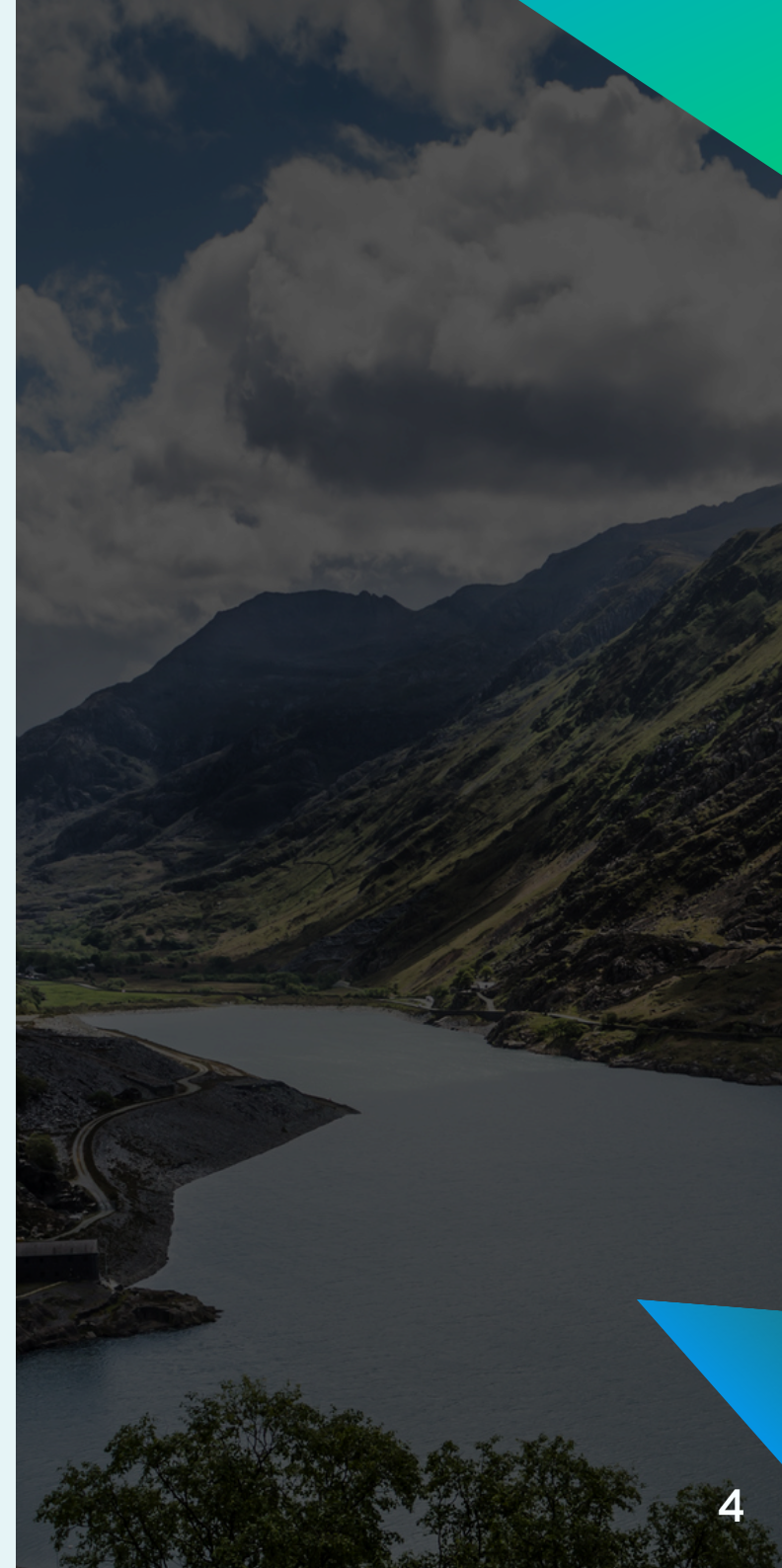
About the role

TRANSPORT OFFICER

We are looking for a Transport Officer to join our Transport Team, reporting to the Lead Transport Officer. As Transport Officer, you will play an important part in helping to deliver regional transport priorities across North Wales. This is a varied and impactful role, supporting the successful implementation of the Regional Transport Plan and helping to ensure that funded transport schemes are progressing effectively, on time and in line with agreed objectives.

Working closely with local authorities, Welsh Government and internal colleagues, you will monitor delivery, budgets, risks and outcomes across a programme of transport activity. You will help gather and analyse information, maintain accurate records, contribute to reporting, and support evidence-based decision-making that strengthens transport planning and investment across the region.

This role would suit someone who is organised, collaborative and confident working with data, stakeholders and project information. You will need to be comfortable managing competing priorities, identifying issues early, and communicating clearly with a range of partners. In return, you will have the opportunity to contribute to work that supports more sustainable, better-connected communities and makes a meaningful difference to the future of transport in North Wales.



Job Description

Purpose of the role

This role supports the successful delivery of the Regional Transport Plan in North Wales. This includes monitoring and evaluating delivery of the plan and progress towards SMART objective targets, in line with the Monitoring and Evaluation Plan. Crucial to the role is working with local authorities and Welsh Government to monitor progress of scheme delivery funded through the Regional Transport Fund, in line with Welsh Government guidance.

Salary £41,771 - 44,075 (PS2)

Hours up to 37 hours per week*

Contract 2 year contract

Location Llandudno Junction (hybrid with home working)

* The role is full-time, however we will consider flexible working requests for the right candidate.

Core Team Responsibilities

- Responsible for embodying the values and behaviours of Ambition North Wales.
- Collective responsibility as part of the team to deliver on the priorities of Ambition North Wales.
- Responsible for supporting colleagues and team members to deliver on the priorities of Ambition North Wales.
- Act as an ambassador for Ambition North Wales and the region.



Role Specific Responsibilities

- Work with local authorities to monitor in-year activity, delivery and budgets in line with Welsh Government guidance; work with the Senior Transport Officer and colleagues to recommend in-year changes to the programme.
- Work with named local authority officers to identify programme and approvals risks, and develop mitigations with partners.
- Monitor project progress and quality using quarterly reporting and associated technical reports (e.g., WelTAG reports).
- Maintain clear documentation of activities, decisions and outcomes.
- Prepare and present reports to the CJC and Welsh Government, as required.
- Support the development of a programme of schemes for funding in future years.
- Support the Senior Transport Officer on strategic and regional transport issues.
- Support the development of strategic documents (e.g., the Strategic Development Plan).
- Undertake other duties, commensurate with the level of the role, to support delivery of organisational priorities

Key Relationships

- Internal: Senior Transport Officer and wider Ambition North Wales team.
- External: Local authority officers (North Wales), Welsh Government, Corporate Joint Committee (CJC) stakeholders, and partner organisations.

Governance, Compliance and Standards

- Work in accordance with relevant Welsh Government guidance (including Regional Transport Fund requirements) and agreed regional governance arrangements.
- Handle information securely and in line with data protection, confidentiality and information governance requirements.
- Work in line with organisational policies relating to health and safety, equality and diversity, and safeguarding (where applicable).

Team Values



We are Ambitious

We strive to deliver the best for North Wales. We are leaders in our fields, opinion formers and influencers, and we challenge conventional thinking. We pursue high standards, aim to be our best, and continuously develop ourselves professionally.



We work Collaboratively

We share knowledge, skills, information and support and ensure to keep colleagues informed. We always help each other, facilitate opportunities for North Wales and recognise that our collective impact is more significant than our individual impact.



We do the right thing

We do the right thing, not what is easy. We challenge unethical behaviour and speak out when things don't feel right. We are respectful, fair and considerate and can be trusted to deliver agreed commitments on time.



We make a difference

We pursue opportunities to make a difference in North Wales. We champion the Welsh language, heritage and culture and support regional charities. We protect the environment and seek opportunities to reduce our footprint.

Core behaviours for all roles

- Leadership – we all lead by example and are all leaders within our own areas.
- Responsibility – we take responsibility for our work, performance and development.
- Respect – we respect our colleagues, partners and stakeholders and demonstrate this throughout our work and in how we build effective relationships.



Personal Specification

Qualifications

- Relevant qualification at degree level or equivalent professional experience
- Project Management qualification or willingness to attain

Experience, Knowledge and Skills

- An understanding of and affinity with North Wales, its culture, language and geography
- An interest in sustainable transport
- Experience of working with data and information
- Experience of working with local government
- Experience of project management, including an understanding of risk management, record keeping and reporting
- Ability to develop and sustain productive working relationships with colleagues, officers from local authorities, Welsh Government, and other organisations.
- Experience of working to deadlines and prioritising workloads

Language Requirements

For this role the following requirements are DESIREABLE:

- Listening and Speaking – Able to deal with all aspects of the job orally in a confident manner in both Welsh and English.
- Reading and Comprehension – Able to use and interpret any information correctly from a wide range of sources, in both Welsh and English, to fulfil all aspects of the post.
- Writing – Able to present written information confidently in both Welsh, and English using the most appropriate language and style to meet the readers' requirements.

And the following requirement is essential:

- An understanding of the importance of the Welsh Language to the region and a willingness to develop and improve their Welsh language skills.

Join our team

Do you have a passion for North Wales and a desire to see the region grow and deliver on its potential? Are you enthusiastic, committed and a team player?

If so, Ambition North Wales could be the organisation for you.

As a partnership collaboration and partnership working is at the core of what we do as a team. We are looking for a collaborative individual with excellent interpersonal skills who is passionate about delivering for the region and able to develop and maintain relationships across multiple partners to drive forward our work.

While each role within the team has its own focus, you will be expected to contribute to the wider work of the team and the success of the team as a whole. We're looking for team players capable of leading their own areas but also supporting their colleagues to deliver. In return you will find a varied and interesting workload with opportunities to contribute across our portfolio.

Professional and personal development is important to us. The team at Ambition North Wales will provide you with a supportive environment to continue your development with a number of formal and informal development opportunities available. We encourage our team pursue professional development opportunities and are looking for individuals who have the desire to learn and improve.

Some of our roles require Welsh language skills while others do not. However, all team members are expected to recognise the importance of the Welsh language, our culture and heritage and be willing to improving their own language skills with our support. If this sounds like you, we look forward to hearing from you.

North Wales is an excellent place to live and work, why not play a key role in shaping its future.



Hedd Vaughan-Evans

Portfolio Director
Ambition North Wales

Recruitment Timetable



Closing date

Applications need to be received by

10am

03/07/2026



Shortlisting

We aim to inform all those shortlisted by this date with details of the assessments and interview date provided

by 08/07/2026



Assessments

Assessments will take place prior to the interview. You will be informed of the details, should you be shortlisted

by 15/07/2026



Interviews

The exact date and time of interview will be confirmed upon shortlisting

16/07/2026

The application process

Please use this [link](#) to access the Cyngor Gwynedd's recruitment portal. You will be required to create an account to submit an application.

Please remember to complete all sections of the form. You are welcome to submit your form in Welsh or English.

Following the closing date an assessment panel will assess your application against the requirements set out in the personal specification. Please make sure your statement covers all essential criteria set out in the personal specification.

Applicants who reach the shortlist will be invited to an interview, details of the interviews will be sent at least a week in advance.

We will ask applicants to complete assessments before the interview (full details will be included within the interview letter).

Please note applications received after the closing date will not be considered.



The Employer

The North Wales Corporate Joint Committee is the employing authority.

Corporate Joint Committees (CJCs) are new regional corporate local government entities with similar powers, duties, governance, and administrative structures to local authorities in Wales.

Four CJCs were established in Wales on 1st April 2021, based on the geographical areas requested by local government and reflecting existing Regional collaborative arrangements. The North Wales Corporate Joint Committee comprises the six Local Authorities in North Wales - Anglesey, Gwynedd, Conwy, Denbighshire, Flintshire, Wrexham as well as the Snowdonia National Park Authority. The North Wales Corporate Joint Committee is known under the brand Ambition North Wales.

At present the Corporate Joint Committee has three specific areas of focus - strategic planning, strategic transport and economic well-being.

Benefits

There are several benefits of working for Ambition North Wales, full details can be found [here](#). However, the following is a summary of the key benefits:

Pension scheme

Ambition North Wales operates a Local Government Pension Scheme. Information about the fund can be found on the Gwynedd Pension Fund [website](#).

Annual leave

The annual leave entitlement varies between 21 and 30 days per year - depending on the grade of the post. Staff are also entitled to 8 days leave for bank and public holidays, as well as an additional 3 and a half days.

Special leave

As well as the leave noted above, paid absence may be granted in special circumstances such as moving house, bereavement, attending medical appointments, undertaking public duties and so on.

Work life balance

Ensuring that staff strike a healthy balance between work and home life is very important for Ambition North Wales. Staff can take advantage of the following arrangements:

- Flexible working hours
- Maternity, paternity and adoption leave
- Parental leave and flexible working for parents and carers
- Hybrid working

Training and development

Ambition North Wales recognises the importance of investing in its most important asset - its staff. Every employee can expect:

- A formal induction process and a continuous performance review
- A wide range of internal and external training and development opportunities
- Contribution towards the membership of professional bodies which are relevant to the work



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