



Local Link Kerry is Recruiting

Local Link Kerry (LLK) has 17 years' experience and expertise in the coordination and operation of public and community transport services in County Kerry. LLK is the Transport Coordination Unit for Kerry under the National Transport Authority.

Local Link Kerry works in partnership with bus operators, communities and organisations to develop and promote quality transport services which respond to unmet needs.

The posts advertised provide exciting opportunities to work as part of the Local Link Kerry team to support the delivery and enhancement of community and public transport service in County Kerry.

Business Development Worker

Permanent Post

Location: Scartaglin / Castleisland

Reports to: General Manager

Standard work hours 9am to 5pm - Monday to Friday (Flexibility is required)

Purpose of Role

To work as part of a dynamic team to support all aspects of transport services development with Local Link Kerry.

The Business Development Worker will work with the team, communities, operators and partner organisation to grow and promote new business areas, increase passenger numbers and enhance LLK service development, as well as the integration of transport services across Kerry.

Key Duties

- Carry out Community Consultations and Customer Engagement surveys and workshops.
- Record unmet needs in the County.
- Develop new business opportunities for Local Link Kerry as the Transport Coordination Unit for the County.
- Build links with other groups and agencies.
- Design and develop new bus services and enhance existing services.
- Recommend suggested service amendments or time changes to existing provision to maximise passenger usage.
- Develop the Social Car and Community Lift sharing service across the county.
- Support the development of Integrated Transport Services with other agencies and organisations.
- Assist in the development of a County Transportation Plan for Kerry.

- Manage and review routes and schedules on a daily basis.
- Manage the mapping system to plot routes and services.
- Review and approve all passenger requests where deviations are required.
- Professionally promote services in a cost efficient manner using a variety of platforms e.g. social media, print media etc.
- Be responsible for compliance checks and audits of contracted services, vehicles, drivers, schedules and passenger assistance.
- Investigate contract and compliance breaches relating to transport services contracted by LLK/NTA.
- Review and report on the impact of Once off Service provision.
- Assist in the management of the LLK regulatory, licencing and administration functions.
- Deal with Passenger Complaints.
- Report to the Service Development Committee
- To carry out all other reasonable and lawful instructions of the Management.

Person Specifications & Required Competencies:

- Evidence of excellent communication, interpersonal and team building skills.
- Demonstrate creative thinking and problem-solving abilities.
- Good people management and coordination skills.
- Excellent negotiation and communication skills.
- Research and report-writing skills, as well as the ability to interpret and present data essential.
- Track record in decision making and teamwork
- Experience of professional planning and prioritisation.
- Self-driven and pro-active with an ability to work independently while also demonstrating capacity to work in collaboration with others.
- A high level of accuracy & attention to detail
- Customer focus
- Excellent geographical knowledge of County Kerry essential.
- Knowledge of the transportation industry an advantage

Qualification & Experience:

- A third level Degree in Community, Business, Logistics or Administration desirable.
- Over 3 years relevant work experience
- Excellent IT Skills

Must have Drivers Licence and access to car

Application Requirement

Please email Cover Letter and CV to jobs@locallinkkerry.ie (Subject ref: Business Development Worker)

or post Cover Letter and CV to;

Business Development Worker Position,
General Manager,
Local Link Kerry,
Scartaglin,
Co Kerry
V93 FKV6.

**Closing Date for receipt of application is Friday 28th June 2019 @ 10am.
Interviews will be held on 4th July 2019.**