



is seeking a

PROGRAM COORDINATOR, SMART COMMUTE

Salary Range: \$50,000.00 - \$60,000.00 annually

One Year Assignment

Join the Metrolinx team, in the Community Relations and Initiatives Unit, with a mission to champion, develop, and implement an integrated transportation system for the Greater Toronto and Hamilton region that enhances prosperity, sustainability and quality of life.

Metrolinx (legally known as the Greater Toronto Transportation Authority) is looking for a highly motivated, creative, and result-driven team player for its award-winning Smart Commute program to: plan, coordinate, promote and manage Smart Commute services and the operations of the Smart Commute online services and related technological issues/enhancements, plan and deliver training and educational workshops, coordinate the Smart Commute Expos and display materials, liaise with and provide support to Smart Commute Transportation Management Associations.

Location: 20 Bay Street, Toronto

Qualifications:

As the successful candidate, you are well versed in sustainable transportation, air quality issues, transportation demand management and emerging trends to provide advice and support on online program and service issues. You have good knowledge of communication/marketing practices to create and deliver training and educational workshops. You can also demonstrate well-developed analytical and research skills and understanding of urban/transportation planning principles to support the analysis of program impacts and benefits. You are proficient in MS Office software applications with ability to conduct internet searches, identifying gaps in functionality and recommending online technology enhancements. Excellent customer service, strong planning, organizational, communications and interpersonal skills are required. You are able to work outside normal office hours.

Please visit www.metrolinx.com for more information.

Please submit your resume and cover letter no later than August 22, 2008 quoting **File Number GTTA-08-07** to:

Manager, Corporate Affairs

Metrolinx

20 Bay Street, Suite 901

Toronto, ON M5J 2M8

Facsimile: 416-874-5901

OR email: metrolinxresumes@metrolinx.com

Only those selected for an Interview will be contacted.

AN EQUAL EMPLOYMENT OPPORTUNITY

www.metrolinx.com

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